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MANUAL

CONTAINING THE

RULES AND REGULATIONS

OF THE

POLICE DEPARTMENT

OF THE

CITY OF NEW YORK.



NEW YORK:

THE MARTIN B. BROWN CO., PRINTERS AND STATIONERS,
Nos. 49 TO 57 PARK PLACE.

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BOARD OF POLICE.

THEODORE ROOSEVELT (President) Commissioner.
AVERY D. ANDREWS (Treasurer)..... Commissioner.
FREDERICK D. GRANT..... Commissioner.
ANDREW D. PARKER..... Commissioner.

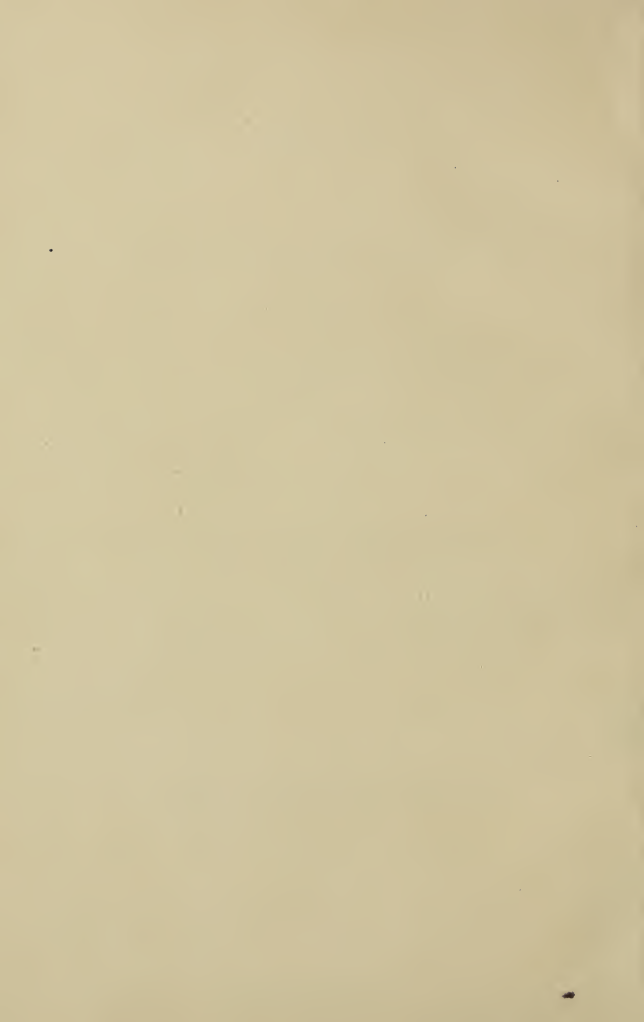
OFFICERS OF DEPARTMENT AND FORCE.

WILLIAM H. KIPP Chief Clerk.
WILLIAM DELAMATER First Deputy Clerk.
THEOPHILUS RODENBOUGH..... Chief Bureau of Elections.
PETER CONLIN..... Chief of Police.
MOSES W. CORTRIGHT..... Deputy Chief.

COMMITTEE ON REVISION OF RULES.

MOSES W. CORTRIGHT Chairman.
WILLIAM DELAMATER..... Secretary.
JOHN J. HARLEY..... Captain.
HENRY HILDENBRAND..... Sergeant.

320093



POLICE DEPARTMENT OF THE CITY OF NEW YORK, }
No. 300 MULBERRY STREET, }
NEW YORK, November 16, 1896. }

At a meeting of the Board of Police, held this day, it was

Resolved, That the rules and regulations contained in the book entitled the "Manual Containing the Rules and Regulations of the Police Department of the City of New York," printed in New York by The Martin B. Brown Company, 1896, be and are hereby adopted as rules and regulations for the government, discipline and administration of the Police Department and Police force of the City of New York and the members thereof.

WM. H. KIPP,
Chief Clerk.

RULES AND REGULATIONS OF THE POLICE DEPARTMENT.

DEPARTMENT AND BOARD OF POLICE.

RULE 1.

The "Police Department" of the City of New York consists of a "Board of Police" composed of four "Commissioners" (appointed by the Mayor), and the "Police Force" and officers appointed by said Board.

RULE 2.

The Board of Police is the head of the Police Department; governs and controls the Department, its business and affairs; is invested with and exercises all the power conferred by law upon the Police Department, except as otherwise expressly conferred.

RULE 3.

The territorial jurisdiction and authority of the Board of Police, and the Police Force under their direction, are co-extensive with the territorial limits of the City of New York.

RULE 4.

Meetings of the Board of Police shall be held as often as the President or any three of the Commissioners may direct.

RULE 5.

Section 250, chapter 410, Laws of 1882, as amended by section 1, chapter 180, Laws of 1884, provides as follows:

"The Board of Police is authorized and empowered to make, adopt and enforce rules, orders and regulations for the government, discipline, administration and disposition of the Police Department and Police Force and the members thereof. The Board shall have power, and it is authorized to adopt

rules and regulations for the examination, hearing, investigation and determination of charges made or preferred against any member or members of the said Police Force, but no member or members of the Police Force * * * shall be fined, reprimanded, removed, suspended or dismissed from the Police Force until written charges shall have been made or preferred against him or them, nor until such charges have been examined, heard and investigated before one or more Commissioners, upon such reasonable notice to the member or members charged, and in such manner of procedure, practice, examination and investigation as the said Board of Police may by rules and regulations, from time to time, prescribe; provided, however, that any member of the Police Force who is now or who may hereafter become insane or of unsound mind so as to be unable or unfit to perform full police service or duty may be removed and dismissed from the Police Force by resolution of the Board of Police."

RULE 6.

For the purpose of Police Government, the territory of the City of New York is divided into—

INSPECTION DISTRICTS,
SURGEONS' DISTRICTS, and
PRECINCTS,

—subject to alteration, from time to time, by the proper authority.

Precincts are divided into patrol-beats or posts, by the Captains, with the approval of the Chief of Police and Inspector of the District, subject to alteration, from time to time, by like authority.

CHIEF CLERK AND CLERKS.

RULE 11.

The office of the Chief Clerk shall be open every day, except Sundays, holidays and half-holidays, from nine o'clock A. M. until four o'clock P. M. Any Clerk absent from his duties during office hours, without permission of the Chief Clerk or Deputy in charge, or the permission of one of the Commissioners, in the absence of the Chief Clerk or First Deputy, may be dismissed from the Department.

RULE 12.

The Deputy Clerks shall be subject to the orders and supervision of the Chief Clerk, and shall perform such clerical du-

ties as he may assign them. The First Deputy Clerk shall perform the duties, and exercise such of the powers of the Chief Clerk, as may be required of him. The Chief Clerk, in his discretion, may grant leaves of absence not exceeding three days to the clerks in his department.

The Second Deputy Clerk shall perform the like duties in the absence of the Chief and First Deputy Clerk.

RULE 13.

The Chief Clerk shall have charge of, and issue the shields, manuals and fire keys to the members of the Force, keeping a record of the same.

RULE 14.

The Chief Clerk shall report, in writing, to the Chief of Police all resolutions or other official action of the Board of Police affecting the disposition or government of the Force, all appointments to, and dismissals from office; and to all other officers or departments, such matters as shall concern them respectively.

RULE 15.

The Chief Clerk shall cause to be kept in the Central Department the books and records required by law and the necessary business of the Department, including the following:

“Alphabetical Force Book.”

“Precinct Force Book.”

“Numerical Shield Book.”

“Record of Arrests.”

“Record of Complaints.”

“Record of Judgments.”

“Trial Record.”

“Time Book.”

“Oath Book.”

“Record of Lost Children.”

“Record of Violation Corporation Ordinances.”

“Minute Books.”

All the records of the Police Department, kept in the office of the Chief Clerk, shall be secured by the clerks having charge of the same respectively, so that they may not be examined by unauthorized persons. All information desired by the public shall be given by the general or special order of the Chief Clerk, as its importance shall require, and then only by the clerk having charge of the book or record from which the information is to be obtained.

The Chief Clerk is authorized and directed to see that the books and records shall be accessible only to the Commissioners, to himself, First Deputy, and the clerk having special charge thereof respectively.

RULE 16.

All suits and proceedings instituted against members of the Force, as such, shall, in the discretion of the Chief Clerk, or when directed by the Board, be referred by him to the Counsel to the Corporation for defense, if there be ground for defense.

RULE 17.

The Chief Clerk shall furnish to the Keeper of the Cloth-room the names of all persons appointed and qualified as Patrolmen and Doormen, and the names of all others entitled to be furnished from the "Department of Clothing and Equipment" with cloth, hats, buttons, wreaths and numbers.

RULE 18.

The Chief Clerk shall report to the Corporation Attorney of the City of New York all violations of Corporation ordinances, and shall keep a record of the dates of such reports, and the nature and places of occurrence of such violations.

CHIEF OF POLICE AND DEPUTY CHIEF OF POLICE.

RULE 21.

The Chief of Police shall be the Executive Officer of the Force, and shall be chargeable with and responsible for the execution of all laws and the rules and regulations of the Department. He shall assign to duty the members of the uniformed Force, and shall have power to change such assignments, from time to time, whenever, in his judgment, the exigencies of the Service may require such change. He shall have power to suspend without pay, pending the trial of charges, any member of the uniformed Force; provided, however, that no such suspension shall be continued for a period of more than ten days without affirmative action to that effect by the Board of Police. He may grant leaves of absence to members of the Force for a period not exceeding five days. He shall report to the Board of Police all changes or assignments of officers and all leaves of absence granted.

RULE 22.

All orders to the Chief of Police shall emanate from and be issued to him only by the Board of Police, and all orders to the Police Force shall be issued by the Chief of Police to the Inspectors or Captains of Police and by him or them communicated to the Force.

RULE 23.

It shall be the duty of the Chief of Police to enforce in the City of New York all the Laws of the State, and ordinances of the City of New York, and ordinances of the Board of Health and the rules and regulations of the Board of Police; to abate all gaming-houses, rooms and premises; and places kept or used for lewd or obscene purposes and amusements; and places kept or used for the sale of lottery tickets or policies, or for any unlawful purpose whatsoever.

RULE 24.

The Chief of Police shall have power to promulgate orders to the officers and members of the Police Force not inconsistent with law, or the rules and regulations of the Board. Such orders shall be written or printed; and all members of the Force shall observe and obey them. Such orders shall be recorded in a book, to be kept by him, and copies of all General Orders immediately furnished to the Chief Clerk, for the information of the Board, and a copy to each of the Commissioners of Police, before it is issued to the officers and members of the Force; each copy to be delivered to each Commissioner if present at the Central Department, to be enclosed in an envelope directed to such Commissioner, and left in the room of the Commissioners, in the Central Department.

RULE 25.

The Chief of Police, each Inspector and Captain of Police within the limits of his District or Precinct, shall possess general Police supervision over all licensed or unlicensed pawn-brokers, venders, junk-shops, cartmen, hackmen, expressmen, dealers in second-hand articles, intelligence-office keepers and auctioneers within the city, and all other public licensees.

RULE 26.

The Chief of Police, when necessary, shall repair in person to all serious or extensive fires in the City of New York; to all

riots or tumultuous assemblages within said city, and take command of the Police Force present.

Inspectors shall in their several Districts perform like service.

RULE 27.

The Chief of Police shall keep at his office books of record such as are required in the business of his office, including:

A robbery book.

A record of orders issued from his office.

A record of current and incidental expenses of his own office.

A record of suspicious places and the names of the keepers thereof in the City of New York.

A record of houses of prostitution, assignation houses, gambling houses, and disorderly or disreputable houses of every kind in the City of New York, with the names of the owners and keepers thereof.

RULE 28.

The Chief of Police may be absent from the City on business connected with the Department for periods not exceeding 24 hours at any one time, on the consent and approval of one or more of the Commissioners of Police. All such absences shall be reported by him to the Board of Police.

The Chief of Police is authorized to detail, for a period not exceeding five days, any member of the Police Force to the performance of any proper Police duty or business (and for such purposes may order and allow such member to leave the city), whenever the exigencies of the service require the same. In all cases he shall report to the Board his action, in writing.

He shall also report, in like manner, all transfers of members of the Force and assignments to duty made by him.

RULE 29.

The Chief of Police, unless otherwise ordered by the Board of Police, may assign one Inspector, in rotation, to attend to the night duty pertaining to the Central Department, and in like manner one on Sunday.

If an Inspector should be required to perform other duties at the time of such assignment, or in case of an emergency, the Chief of Police may direct a Captain of Police to perform such duty.

RULE 30.

In the absence or disability of the Chief of Police, the Deputy Chief of Police shall discharge all the duties of the office of Chief of Police.

INSPECTORS.

RULE 35.

The territory of the City of New York is divided into six Inspection Districts, which are respectively named the First, Second, Third, Fourth, Fifth and Sixth Inspection Districts.

FIRST DISTRICT to consist of Precincts Nos. 1, 4, 7, 11, 12, 13 and 14, and the Third Court Squad.

SECOND DISTRICT to consist of Precincts Nos. 2, 3, 5, 6, 8, 9, 10, 15 and 36, 1st and 2d District Court Squads, Steam-boiler Squad, Health Squad, House of Detention Squad and Central Office Squad.

THIRD DISTRICT to consist of Precincts Nos. 18, 21, 23, 23d Sub., 25, 27, and Fourth Court Squad.

FOURTH DISTRICT to consist of Precincts Nos. 16, 19, 20, 22, 24 and 26.

FIFTH DISTRICT to consist of Precincts Nos. 28, 29, 30, 31 and 32, and Fifth Court Squad.

SIXTH DISTRICT to consist of Precincts Nos. 33, 34, 35 and 38, and Sixth Court Squad.

An Inspector of Police shall be assigned to each DISTRICT, who shall have an office within the limits of his DISTRICT, or at such place as the Board of Police may determine.

RULE 36.

Each Inspector shall be responsible for the preservation of the peace and protection of life and limb in his District, and for the discipline of the Force therein.

He shall, quarterly and as often as may be necessary, inspect thoroughly each Station-house in his District, and make or cause to be made such inspections of the members of the Force in his District, while on duty, as may be necessary to satisfy himself that the duties are properly performed.

They shall submit quarterly reports thereupon, with such suggestions as they shall deem proper. He shall see that the Station-house Books are kept in conformity to the Rules, and that the officers and men are faithful in the discharge of their duties.

He shall receive the reports of the Captains and other officers in command of the members of the Force in his District at nine A. M. daily, and report in person at such times as the Chief of Police may direct.

RULE 37.

Inspectors shall see that, within their District, the Laws of the State and the ordinances of the Corporation of which the Police Department has cognizance, and the rules and regulations of the Police Department are enforced, and shall cause nuisances to be removed, preserve peace and order at elections, provide an adequate Police Force at every fire and at every public assembly of citizens.

They shall transmit to the Chief of Police all charges made against members of the Force in their District.

RULE 38.

Each Inspector shall keep at his office books of record such as are required in the business of his office, and as the Chief of Police shall direct.

RULE 39.

Each Inspector will be held responsible for the general good conduct and order of his District, as the Captains of Police are held responsible for the good conduct and order of their respective Precincts; it is expected that he will visit portions of his District, and the Station-houses therein, at uncertain hours of the day and night. He will diligently inquire into every complaint made by citizens of laxity or misconduct in performance of duty by members of the Force, and report the same to the Chief of Police.

RULE 40.

The Inspector of the District in which it is located shall examine, or cause to be examined, at least once in each week, the "House for Detention of Witnesses," in respect to the condition of said House, its cleanliness, the comfort of the inmates, and the quantity and quality of their provisions.

RULE 41.

To each Inspector shall be assigned, for office and inspection duty, such aid from the Force as the Chief of Police may approve.

Inspectors shall have power, when on duty at the Central Department (in the absence of the Chief of Police), to grant leave of absence under the regulations of the Board of Police.

CAPTAINS.

RULE 45.

The Chief of Police may temporarily excuse a Captain to leave the District for a period not to exceed eight hours, on the application of the Inspector of the District, provided such absence shall not be prejudicial to the public service.

Captains will carefully examine the reports of the Sergeants and Roundsmen, made to the Chief of Police, and will see that the reports are correctly made out.

The Morning Returns shall be made out in manner, matter and form, as directed from time to time by the Chief or Board of Police, and shall contain accurate and faithful copies, or reports of the entries and memorandums, each and every one of them, made in the Blotter during the preceding twenty-four hours, including the disposition by the Courts of all persons arrested for offenses.

The officers in command will carefully examine their Morning and Court Returns, and see that the complaints are properly entered. They shall make daily Supplemental Reports of the disposition by the Courts of all cases, the disposition of which is not reported on the prior Morning Returns and only in such cases.

The Morning Returns shall be signed by the Sergeant who makes them out, and countersigned by the Captain. When errors are discovered or explanations are needed, in the Chief Clerk's office, the Sergeant who signs the Returns shall be notified to attend at the Chief Clerk's office, to amend or explain them.

No person other than as above shall be permitted to alter or change a Morning Return.

Captains shall carefully examine all the reports of Sergeants, and promptly report each and every case of dereliction of duty to the District Inspector.

RULE 46.

Captains of Precincts are charged with the distribution and safe keeping of the books belonging to the Libraries of their respective Precincts. The name and value of each book not returned, or the value, name and number of volumes of the set, if any volume of a set is not returned, shall be reported to the Board of Police, and the value thereof be deducted from the pay of the member.

RULE 47.

Captains shall carefully read and explain, to each Platoon of their respective commands, all General Orders, and all decisions of the Board of Police, in cases of complaints against members of their commands.

RULE 48.

Captains shall cause to be promptly served all notices and subpoenas sent them from the office of the Chief Clerk, and all letters and messages sent from the Central Department, to be promptly delivered.

When a subpoena is left at a Station-house for any officer, the fact shall be entered in the Blotter with the name of the officer subpoenaed, the Court and the time wanted at Court, and the case in which he is a witness. Such subpoena shall be served on the officer with the least possible delay, and the fact, of the service entered on the Blotter.

RULE 49.

Captains will be diligent in enforcing the laws relating to lotteries, lottery policies and shops; the selling of liquor, and gambling of all kinds. They shall make special reports to the Chief of Police of the facts of all cases of arrests for gambling or policy dealing and violations of the Excise Law that are dismissed by the City Magistrates; and the assumed grounds of such dismissal.

RULE 50.

Captains shall report daily to the Chief of Police, in writing, all cases of malignant, infectious, contagious and epidemic diseases in their respective Precincts.

RULE 51.

Captains shall keep a record, at their several Station-houses, of the residences of the members of the Force under their control, and shall furnish to Surgeons the residences of such members as have reported sick.

They shall report in writing, to the Chief Clerk, each and every change of residence of members of the Force under their command as soon as such change of residence takes place; and they shall be prompt in notifying the Chief Clerk whenever any member of their command, who was previously single, becomes a married man.

They shall keep a record of the members of the Force who reside in their Precincts, but not performing duty therein, and

such members shall promptly report such residence or change of same, to the officer at the Station-house where they reside.

RULE 52.

Captains shall have the general charge and inspection of the Police Station-house and Precinct to which they are assigned; and, with the Sergeants, who in their regular order have charge of the same, be held responsible for their cleanliness, general condition and good order.

Captains shall assign to the Sergeants, in rotation, the duty of inspecting the beds, bedding, clothes and habits of each member of the Force in their Precinct—such inspection to be made daily; and the Sergeant shall report to his Captain and will be held responsible for any non-compliance with the regulations in respect to the same.

RULE 53.

Captains shall cause the stoves and pipes of their respective Station-houses to be carefully taken down and put away, as soon as fires can be dispensed with; and shall preserve them and not permit them to be removed from the Station-house without the written order of the Chief Clerk. They shall, when necessary, cause the stoves and pipes to be put up for use.

RULE 54.

Captains will be held strictly responsible for the preservation of the public peace, in their respective Precincts, and, to insure good order, they are vested with the power to post the men under their command in such parts of their Precincts, and to assign them such duties as they may deem expedient, under the supervision of the Chief of Police and Inspector of the District and in accordance with the rules and regulations of the Board.

RULE 55.

Captains shall inspect or cause to be inspected, from time to time, all pawnbrokers' shops, second-hand dealers' shops, junk-shops and intelligence offices in their respective Precincts. They shall keep a record of all such shops and offices, and report thereon, from time to time, to the District Inspector.

RULE 56.

Captains will at all times require the members of the Force under their command to be attired according to the rules and regulations of the Department; and to be decent and clean in their attire, habits and persons.

RULE 57.

Captains shall—subject to the orders of their superiors in command, and the orders, rules and regulations of the Department—have control of the Sergeants, Roundsmen, Patrolmen, Doormen and Matrons of their respective Precincts, and will be held accountable for their good conduct and efficiency. They may establish minor rules and regulations for their government, not inconsistent with the orders, rules and regulations of the Police Department, subject to the approval of the Inspector and Chief of Police.

RULE 58.

Captains shall divide the Patrolmen of their force into two equal parts, which shall be known as the "First" and "Second Platoons," and each Platoon into two parts, which shall be known as the "First," "Second," "Third" and "Fourth Sections." A Sergeant shall be assigned to the command of each Section, and a Sergeant shall be in charge of the Station-house at all times.

The Captain shall, under the direction of the Chief of Police and Inspector of the District, divide his Precinct into night and day posts or beats, and number the same; and from time to time designate the Patrolmen who are to patrol the same.

RULE 59.

Captains of Precincts will, at all times, when in command, call the roll and designate the posts, and at no time will a Sergeant call the roll or designate the posts when the Captain is in command.

The Captain is at all times in command when in the Station-house, except when he has retired for rest; before doing which he will enter on the Blotter, in his own handwriting, "Capt. ——— in reserve."

The Sergeant on desk duty is then in charge for the time being; and on the Captain again assuming command, he will note, in his own handwriting, "Capt. ——— in command"—in both cases noting the time.

It shall be the duty of the Captains and Sergeants of all Precincts, Court or other Squads, before leaving the Station-house or office, at any time, to enter in the Blotter, in their own handwriting, the precise time and purpose of leaving, and immediately upon returning to enter likewise in the Blotter the time of their return.

Any Captain or Sergeant disobeying this rule, or making a false entry on the "Blotter" in relation to this or any other

matter, will be deemed guilty of neglect of duty, and upon conviction thereof may be dismissed from the Police Force.

The roll shall be called at the commencement and termination of each tour of duty, preparatory to which the men will promptly fall into line in the sitting-room, and march to the front office, where they will be inspected by the officer in command, who will be particular to see that each Patrolman is, in all respects, dressed in accordance with the rules and regulations of the service, and that his entire uniform, and all parts thereof, are in good order.

If, at any roll-call at the termination of each tour of duty, any Patrolman has not—in dress or otherwise—conformed to the rules and regulations of the service, the officer in command will inquire into the causes; and if the Patrolman has been guilty of neglect or intentional delinquency, report the facts, with the name of such Patrolman, to the Chief of Police.

It is the duty of Captains and Sergeants, at all times, to report any negligence in attire, want of cleanliness, or unfitness for duty from any cause whatever.

RULE 60.

Captains shall designate relieving points within the boundaries of each post; and direct the route to be taken by Patrolmen, going to and coming from the relieving points. Such relieving points to be distributed as far as practicable on alternate streets, avenues and roads, and placed so as to be as nearly as possible at equal distances from each other, and the same shall be located, where the situation will admit of it, at the points on the posts most remote from the Station-house.

Members of the force will remain upon their relieving points until properly relieved, unless otherwise directed.

RULE 61.

Captains will be held responsible for the escape of any prisoner, delivered to them, at the Station-house under their command.

RULE 62.

Captains are required to devote special personal attention to the use of gas, and manner of using fuel in the stoves of their respective Station-houses, in order to avoid excessive and careless consumption of coal, and to preserve the stoves. They will be held responsible for the prudent and economical use of gas and the management of fires in their respective Station-houses.

RULE 63.

Captains shall, when any room or building, or any part or portion of any room or building within their Precincts, is known to them to be kept, used or occupied for the purpose of gambling, of recording or registering bets, or for selling pools, immediately give notice, in writing, to the owner, lessee and occupant of such room and building, that the premises are occupied for such purposes and that the occupation and use thereof for such purposes is a misdemeanor. They shall be careful to note the time when such notice is given.

If the occupation and use of such premises shall be continued after the service of such notice, they shall obtain warrants for and cause the arrest of such owner, lessee or occupant for the misdemeanor (this is not to be construed so as to prevent any officer from making an arrest without a warrant when the law is violated within his view and presence), and cause them to be prosecuted in the City Magistrates' Court and also before the Grand Jury.

SERGEANTS.**RULE 65.**

In cases of vacancy, or in the absence of the Captain by reason of illness or absence from duty, or by permission of the Board of Police, the duties required of him shall be performed by one of the Sergeants of the Precinct, selected for that purpose by the Chief or Board of Police. The Sergeant so selected shall be designated as "Sergeant in Command," and shall, during such absence of the Captain, possess and exercise all the powers of a Captain, and shall enforce the orders, rules and regulations established for the government of the Precinct.

RULE 66.

The Sergeants shall, in turn, patrol their Precincts, and see that the Roundsmen and Patrolmen of their Platoons or Sections are performing their duty properly. It is the duty of the Sergeant not on desk duty to go on patrol with his Section or Platoon, except when his services are required for clerical duty in the Station-house; to remain out during the tour, in the vigilant performance of duty; and to return with the men to the Station-house at the end of the tour.

Sergeants shall be relieved from patrol duty during the tour from 6 to 8 A. M. Also, the time required for meals.

RULE 67.

Sergeants, in rotation, shall be relieved from night duty one night in every twelve nights; provided that the Sergeant attached to the same Platoon as the Sergeant whose night it is to be relieved shall report himself for duty on such night.

RULE 68.

Sergeants must report to the Captain or officer in command, at the Station-house of the Precinct to which they belong, all delinquencies or violations of orders on the part of the Force, or any member thereof under their command; the commanding officer to enter such report in the Blotter.

ROUNDSMEN.**RULE 71.**

The Roundsmen shall promptly obey all orders received from their superior officers; shall set an example of sobriety, discretion, skill, industry and promptness to the Patrolmen under their command; and will, at all times, appear neatly attired and cleanly in their persons and equipments.

RULE 72.

Each Roundsman or other visiting officer shall see each Patrolman under his command while on post at least once during each tour of duty, and as often as practicable.

RULE 73.

Roundsmen shall be held responsible for the general good order and discipline of the men under them; and will make themselves thoroughly acquainted with the capabilities of the Patrolmen belonging to their Sections. They must carefully study and thoroughly understand the rules and regulations, note every case of misconduct or neglect of duty by members of the Force of their Precinct and report the same to the commanding officer. They shall, while on duty, constantly patrol the posts allotted to their respective Platoons, and enforce the performance of duty by the men.

RULE 74.

In case of fire, burglary, riot or other emergency, the Roundsman on duty nearest the scene of said fire, burglary, riot, etc., will immediately send information to the officer

in command at the Station-house; and, in the meantime, take such action as the emergency may require.

RULE 75.

As soon as the men are arranged in line for inspection, the Sergeant or Roundsman will inspect each and every Patrolman belonging to their respective Platoons, and be particular in noting that their dress is clean; that their emblems and devices are clean, in good order and in their proper places; and that the men are properly attired and fit for duty. Thereupon they shall report to the commanding officer the result of their inspection.

RULE 76.

Roundsmen in command of Sections on reserve in the Station-house during the night tours of duty shall, once during each of such tours, inspect the dormitories where the Sections sleep, and report to the Captain any and all irregular, negligent, disorderly and uncleanly habits, practices and proceedings on the part of any member of the Force, and, under direction of the Captain, shall make charges in relation thereto.

They shall see that the gas is not kept burning in the dormitories during the night time, between the hours of 8.30 and 11.30 P. M. and 1 and 5.30 A. M., unless the platoons and sections on reserve are called out during those hours.

RULE 77.

When there are two or more Roundsmen on a platoon, Captains will divide the Precinct equally between them and assign one Roundsman to each portion for two tours of duty. Captains will then change the Roundsmen to the opposite portion of the Precinct.

Captains and acting Captains will enter, or cause to be entered, on the Blotter, immediately under each roll-call, the part of the Precinct in which each Roundsman is assigned to patrol, for instance: Roundsman A, B, or C to patrol that part of Precinct east, west, north or south of ——— street.

Inspectors when examining the Blotter will note all violations or omissions of this order, and report the same to the Chief of Police.

DOORMEN.

RULE 81.

It shall be the duty of Doormen to obey all orders received from the Captains and Sergeants of their respective Pre-

cinets. They shall keep the Station-house, to which they are attached, clean and in good order, and frequently whitewash and cleanse the prisons thereof.

They shall visit the prison, when there are prisoners confined therein, at intervals of not more than thirty minutes each, and ascertain and report at the desk, in writing, at the time of such report, the condition or wants of said prisoners. The tours of duty of Doormen shall be regulated by order of the Chief of Police.

RULE 82.

Doormen shall prepare the wood required for kindling fires in the respective buildings to which they are attached; keep fires; have special charge of lights; cleanse their Station-houses thoroughly, at least once in each week; look after the property of the Station-house.

SURGEONS.

RULE 85.

The Surgeons appointed by the Board of Police constitute the "Board of Police Surgeons."

RULE 86.

It shall be the duty of the Police Surgeons to take medical and surgical charge of the pensioners of the "Police Pension Fund," and their families; giving them, without charge, the same care and attention as patients in private practice, when requested so to do by the said pensioners.

RULE 87.

Surgeons will not be required to perform surgical duties in districts other than their own, except in emergencies or when the necessity for the service is urgent, and the attendance of the Surgeon of the district where the service is required cannot readily be procured.

Whenever a Surgeon's services are required at a Station-house, the Surgeon of the district shall be called by the officer in charge. If his attendance cannot readily be procured, the Surgeons of other districts residing nearest to the Station-house where the services are required shall be called in their order.

RULE 88.

The Board of Police Surgeons shall elect annually, at their first meeting after the first day of January in each year, a

President and Secretary from their number, who shall hold the office for one year.

When a vacancy occurs in the office of President or Secretary, it shall be filled by the Board of Surgeons at the first meeting held thereafter.

A majority of members shall form a quorum for business. They may adopt by-laws for the government of their meetings, not inconsistent with law or the rules and regulations of the Board of Police.

RULE 89.

The records of the proceedings of meetings of Committees of the Board of Surgeons, detailed to examine applicants to be appointed Patrolmen, so far as such records concern the examination of applicants, shall be kept in the office and custody of the Civil Service Board. The proceedings of such Committees, their action and decision on applications, shall be entered in said records by a clerk of the Police, to be designated by the Secretary of the Civil Service Board, which clerk shall attend all such meetings, and make and keep an accurate account and statement of their proceedings, action and decision.

RULE 90.

The President of the Board of Surgeons shall detail Committees of four Surgeons to attend at the Central Department at such times as may be required, to examine and report upon the qualifications of candidates for appointment.

The Surgeon first named shall act as Chairman of the Committee.

Any Surgeon so detailed, who is prevented by sickness or otherwise from attending such examination, shall furnish to the Committee as his substitute one of the Police Surgeons, who shall perform the required duties.

RULE 91.

Surgeons shall, on no account whatever, admit any person or persons (except candidates) into the examination room while examinations are to be held, except the Chief Clerk, the Civil Service Board or its Secretary, the members of the Board of Police, and such clerical assistance as shall be assigned.

RULE 92.

Each Surgeon of the several Committees in attendance shall make personal examination of each candidate before signing

the certificate; the concurrence of three Surgeons comprising the Committee shall be required to pass a candidate.

The cause of rejection shall in every case be clearly and fully stated.

RULE 93.

No Surgeon, or Committee of Surgeons, shall examine, certify in relation to, or give any opinion, verbally or otherwise, concerning the physical condition, soundness or unsoundness, of any man who is an applicant, or who expects or intends to become an applicant for appointment as a member of the Police Force, except officially at the Central Department; and then only with respect to such persons as are authorized by the Board of Police to be examined; nor shall they, or either of them, receive any gratuity, article of value, money, or other compensation, service or reward, directly or indirectly, by promise or otherwise, for such examinations as they may officially make.

Surgeons shall not charge, receive or take any compensation for medicine furnished to or for medical or surgical attendance upon any member of the Force or applicant for appointment on the Force. Each Surgeon or other member of the Force who shall become cognizant or credibly informed of any violation of this rule, shall forthwith report, in writing, the facts of the case, with the name of the offending party and the witnesses, to the Chief of Police, who shall prefer charges, based upon such report, against the offending party.

The demands of private practice are not allowed to interfere with the due performance of duties in the Police Department.

RULE 94.

The Board of Surgeons shall, in addition to their stated meetings, meet as often as required, when called upon by the Board of Police, and examine and report upon all questions, subjects and matters referred to them; they shall serve, whenever required, upon committees of their number, to examine and report in relation to all crimes, casualties, nuisances, injuries, and other matters referred to them.

RULE 95.

The Board of Surgeons shall, in the month of January in each year, make an annual report to the Board of Police, setting forth the transactions of the year; the sanitary condition of the Station-houses, prisons, lodging-houses, and the "House for Detention of Witnesses," and of the Police Force, and at

other times, as required, shall submit special reports upon matters pertaining to the duties with which they are charged.

RULE 96.

All resolutions of the Board of Surgeons and all certificates granted or issued by said Board shall be verified and attested by the signatures of its President and Secretary.

RULE 97.

It shall be the duty of the several Surgeons to report in writing to the Board of Police the death of each and every member of the Police Force in their respective districts, and state the time, cause and circumstances of such death, specifying whether such member of the Force was killed while in the actual performance of Police duty, or died from the effects of any injury received whilst in the actual discharge of such duty, or died after ten years of service in the Police Department, and the said report shall state whether death was caused by misconduct on the part of such member of the Force.

RULE 98.

Each Surgeon shall answer calls at and from the Station-houses of his District, and from the Central Department, and make no charge, or receive any compensation or gratuity in addition to his salary for services rendered at a Station-house or at the Central Department.

RULE 99.

Each Surgeon shall keep a record of all cases attended by him at Station-houses, and of calls from Station-houses, with the date and name of the person treated, and a brief statement of each case, and shall make written reports on the first day of each month of such cases, and forward them to the Chief Clerk.

RULE 100.

"The Board of Police shall have power in their discretion to appoint one or more reputable physicians to examine any member of the Police Force who shall be reported sick, and upon such appointment any member of the force shall submit himself to such examination."

Whenever any member of the Police Force is injured or sick, so as to be unable or unfit to perform patrol or other duty to which he is assigned, he shall immediately report to his commanding officer at the Station-house, who shall enter on

the Blotter the name of the officer, the date and time of day, and the cause of disability, as stated by the officer. Should the officer be unable, on account of sickness or injury, to report in person, he shall send word to the Station-house, and furnish a certificate from the examining surgeon of his inability to report personally, and such certificate shall be a sufficient excuse for his not having so reported.

The Captain or Sergeant in command at the Station-house shall immediately summon a Police Surgeon, who shall examine the patient, and report to the officer in command whether the patient is or is not in condition to perform his duties as a member of the Force. If the Surgeon shall report that he is, the Captain shall order him to duty. If the Surgeon shall report that he is not, the Captain shall order him to go immediately to his place of residence, if not already there, and remain there, and the Surgeon shall attend and treat him as required by the rules and regulations of the Board. Thereafter the officer shall not leave his place of residence without the written order of the Surgeon.

Any member of the Force who shall have been ordered to the care of the Surgeon, in pursuance of this rule, and shall leave his residence without the written order of his Surgeon, shall be therefor subject to charges and punishment in the discretion of the Board.

Whenever a Police Surgeon shall order an officer to return to duty from the sick list, he shall not only give to the officer a written order to that effect, but shall, at the same time, forward a report of that fact, in writing, to the Commanding Officer of the Precinct or Squad to which the officer is attached.

RULE 101.

In all cases where a Precinct, Force or Squad is transferred from the charge of one Surgeon to another, the Surgeon from whose care it is transferred will immediately report to the Surgeon to whose care it is transferred, the sick time of all sick members of such Precinct, Force or Squad, with such particularity as to enable the Surgeon, to whom the report is made, to make up his monthly report.

The Surgeon to whom such reports are made will immediately take charge of the sick members named in such report.

RULE 102.

Surgeons shall in their respective Districts keep a careful record of the sick time of each member of the Force, and make report thereof to the Chief Clerk on the first day of each

month, setting forth in such report the name and rank of the sick member, the date and duration of the sickness, the number of visits made during the same, the total number of days' time lost; also, in plain and simple language, the name, character and special features of the disease or disability. They shall state in figures at the foot of the appropriate column of their reports the aggregate of time lost.

RULE 103.

Each Surgeon shall make charges, in writing, to the Chief of Police against any member of the Force who shall seek to evade duty on the pretense of sickness; or whose sickness or disability is caused by improper conduct, intemperance, immoral or vicious habits or practices.

When a member of the Force who has charges pending against him, and has been notified of the day of trial on such charges, reports sick, the Surgeon in whose district he is shall be notified of the nature of the complaint and the day of trial, at the same time that he is notified that the officer has reported sick.

RULE 104.

Each Surgeon shall transmit to the Board of Health of the City of New York written notice of all cases of malignant, infectious, contagious or epidemic diseases coming within his knowledge and occurring in his own District.

RULE 105.

No Surgeon shall pass upon the physical qualifications of any candidate for appointment as Patrolman, who shall have been under his medical charge, or who shall have applied to him for examination and advice within one year next prior to the time when such candidate presents himself for examination.

RULE 106.

When a Patrolman is on the sick list, he is under the control and command of the Surgeon of the District, and, so far as relates to the treatment of his disease, is to obey all orders and instructions of the Surgeon relative thereto.

For any violation of the orders of the Surgeon, the offender shall be subject to charges and trial in the usual form as for disobedience of orders.

PAY-ROLLS AND BILLS.

RULE 111.

Pay-rolls of the Force and employees shall be made in duplicate, upon blanks furnished at the Central Department. They shall contain and show the name and rank of each person, the rate of compensation per annum, per month or per diem established by and in pursuance of law, the time for which each person is entitled to payment, the amount due and payable to each, the total amount of the pay-roll and a receipt in full of all demands to date, to be signed in duplicate by each person whose name is borne on the pay-roll.

The Chief Clerk shall cause the pay-rolls to be examined, audited, verified and certified, as follows:

The correctness of the names and the number of names carried on the roll shall be verified by comparison with the Force books and certified by the clerk who keeps those books.

The correctness of the time of service credited to each person, and for which he is entitled to pay, shall be verified by comparison with the time-books and certified by the clerk who keeps those books.

The extensions and footings shall be examined and corrected by two clerks in the Chief Clerk's office, and certified by them. The footings shall be verified by the Treasurer's Bookkeeper. The pay-roll, thus audited and verified, shall be certified by the Chief Clerk, and presented to the Treasurer.

Claim bills and demands for Police expenditure (other than pay-rolls) shall be made in duplicate and referred to the Committee through which the liability was incurred. The Committee will examine and audit such claims, bills and demands, and cause them to be verified in pursuance of law and the rules and regulations of the Department, and report them to the Board of Police with a recommendation in relation to the payment thereof. All other claims and demands will be submitted to and audited and disposed of by the Board.

All payments of money or pay-rolls or other claims will be made in pursuance of the orders of the Board of Police. The Treasurer will make payments in pursuance of such orders by checks upon duplicate vouchers, one copy to be filed in the office of the Treasurer and one copy transmitted to the Finance Department.

FIRST—Commanding Officers of the Detective Bureau, Court Squads and the several special squads, including all the various squads and organizations of this Department, except the

Precincts, will complete, sign and submit to the Time Clerk, in the Chief Clerk's office, pursuant to this rule, the pay-rolls of their respective commands at 2 o'clock P. M. on the day next previous to the regular pay-day of this Department. Pay-rolls will be completed up to 12 o'clock noon of the day upon which they are submitted.

Commanding Officers will also report in writing to the Time Clerk, at 9 o'clock A. M. on the morning of the regular pay-day, whether or not there have been any changes or alterations in their commands between 12 o'clock noon, the day of the completion of their pay-roll, and 6 o'clock A. M. on the morning of the regular pay-day. If any change in their commands necessitates a change or alteration in their pay-roll, they will report that fact in detail to the Time Clerk.

SECOND—Commanding Officers of Precincts will complete, sign and submit to the Time Clerk, the pay-rolls of their respective commands, pursuant to this rule, at or before 9 o'clock A. M. on the morning of the regular pay-day. Pay-rolls will be completed up to 6 o'clock A. M. on the morning of pay-day.

THIRD—Pay-rolls when completed as herein described, may be delivered to the Time Clerk by Commanding Officers in person, or they may be sent to his office by the officer detailed to make out and having charge of the pay-rolls.

Officers delivering pay-rolls will remain at the Central Department as long as their services may be required in connection therewith, after which they will return to their respective commands.

FOURTH—Inspectors, Captains and Acting-Captains who are under bond, will report to the Treasurer in person at 1 o'clock P. M. on each regular pay-day to receive the pay checks of their respective commands.

REWARDS AND TESTIMONIALS.

RULE 112.

The Board of Police will, in their discretion, permit members of the Force, for services rendered by them in the discharge of their duties, which are both "meritorious and extraordinary," but for such only, to receive, under the restrictions provided in this rule, rewards, presents or testimonials tendered them for such services.

When any such reward, present or testimonial is proffered, it must, whether money or otherwise, first be deposited with the

Treasurer of the Board, to await such final action as the Board may take upon it.

If the reward or present be a sum of money, the Treasurer shall deduct therefrom, unless the Board of Police otherwise direct, for the benefit of the Police Pension Fund, ten per cent. on all sums—paying the balance, on proper vouchers, to whom it is intended.

In each and every case, application must be made to the Board, in writing, for permission to receive any reward, present or testimonial, and it will be granted or not, as the Board may deem advisable. The nature or amount of the reward or present must be stated in the application.

Applications for permission to receive testimonials voted or donated to members of the Force at fairs, receptions, balls, picnics, or by any other method, shall be denied.

RULE 113.

Members of the Force or Department will not, without permission of the Board, be allowed to make presents to, or bestow testimonials upon other members of the Force or Department, nor will they be allowed to collect money, or receive anything else, from citizens or others for any such purpose, or circulate subscription papers, sell tickets, or collect money from citizens for charitable or other purposes, without leave of the Board.

RULE 114.

No member of the Force shall accept from any person, while such person is in his custody, or after such person shall have been discharged, or from any one of his friends, any gratuity, reward or gift, directly or indirectly; nor receive from any person (without the permission of the Board of Police) compensation for damages sustained in the discharge of his duty.

SUPPLIES.

RULE 115.

Requisitions for supplies in stock shall be allowed by the signature of a Commissioner, a member of the Committee on Repairs and Supplies, which shall be filed and numbered. A book of "Requisition Orders," with coupons annexed, shall be kept. Coupon orders from said book, numbered to correspond with the requisition, shall, when necessary, be issued to carry into effect such requisitions. Such requisitions and orders

shall be returned with the duplicate bills rendered and preserved in the Treasurer's office, and a duplicate copy of the bills transmitted to the Finance Department.

All officers and employees of this Department are cautioned that all expenditures, except in cases of positive emergency, must be authorized in writing by the Board of Police, upon requisition duly made, before any liability is incurred.

In cases of emergency, such as expenses for the execution of criminal process, apprehension and arrest of criminals, expenses involved in the detection of crime, etc., where it is impossible to obtain in advance the necessary authority, bills must be submitted for each month immediately after the last day thereof. Such bills must be carefully examined, audited, and, if correct, approved by the Captain, Inspector and Chief of Police.

Hereafter whenever an officer or employee of this Department shall make a requisition for supplies or repairs, he shall submit with such requisition, over his official signature, a statement addressed to the Chairman of the Committee on Repairs and Supplies, containing the following information:

FIRST—The number of articles of the kind called for in the requisition there on hand.

SECOND—The condition of all such articles.

THIRD—The date of the last receipt, in that Precinct or office, of articles of the same kind or nature called for in the requisition and the number then received.

FOURTH—A detailed statement showing the special circumstances under which additional supplies or repairs are made necessary at that time.

The Chief Clerk is directed to prepare and distribute suitable blanks for this purpose.

BONDS.

RULE 116.

Every person appointed to the office of Chief of Police, Deputy Chief of Police, Inspector or Captain in the Police Force of the City of New York, shall, before entering upon the duties of such office, or as soon thereafter as possible, give to the Board of Police of said city security, by bond, in the penal sum of twenty thousand dollars (\$20,000) for Chief of Police and Deputy Chief of Police, fifteen thousand dollars (\$15,000) for Inspector, and ten thousand dollars (\$10,000) for

Captain; and every person appointed to the office of Property Clerk in the Police Department of said city, before entering upon the duties of such office, shall give to the said Board of Police security by bond in the penal sum of twenty-five thousand dollars (\$25,000) for the faithful performance of the duties of their respective offices, and that they will severally well and truly account for, and pay over and deliver to the persons and officers entitled to the same, all money and property which shall come into their possession in the discharge of their official duties, as provided in the orders, rules and regulations of the service. Such security shall be by bond, to the Board of Police of the Police Department of the City of New York, to be executed by the person so appointed to such office, and two persons as sureties. The sureties to be residents of the State and freeholders in the City of New York, and to justify by affidavit to the satisfaction of the Treasurer of Police. Such bond and affidavit shall be renewed from time to time, as may be required by the Board of Police, and to be in form approved by said Board.

Acting Captains of Police shall give bonds when and in such sum as the Board of Police may from time to time direct.

BLOTTERS.

RULE 117.

Each Captain shall keep in his Police Station-house a book to be called a "Blotter," in which shall be entered daily, as the events in their order occur, the time that the Captain and each of the Sergeants are on duty in the Station-house; and the particular hours during which they were engaged in visiting the Patrolmen on their respective districts, posts or stations. The entries in such books shall exhibit a faithful daily account of all the transactions and occurrences at the office, and of all matters of interest or importance to the Department, in or out of the office; and of all arrests, for any reason whatever; with the name, occupation and residence (if known) of all persons arrested; the time of such arrest; the offenses for which they were arrested; the hour, place and manner in which the offense was committed; and any other particulars of importance concerning them; together with the names and residences of complainants and of witnesses, and the name or names of the members of the Force by whom the arrests were made. The Blotter shall also exhibit an accurate and full account of all

larcenies, burglaries and other offenses; money and other articles of value taken from prisoners; all stolen property recovered, enumerating the articles; all property, money or other valuable thing which may come into his possession; the name and residence (if known) of the person in whose possession it was found; the name of the person or officer by whom it was found, whether the same was stolen or otherwise; how much property was disposed of; such entry to be made at the time the property is received. In the absence, illness or other disability of the Captain, the Sergeant in command will see that all entries in the Blotter are properly made. The entire duty performed by each Platoon shall be entered separately in said book.

They shall enter in the Blotter the name and residence (if known) of the owner of any property stolen and in their possession; the estimated value of such stolen property, the names of the Sergeant, Roundsman and Patrolman on the beat at the time the offense was committed; the name or names of the members of the Force who recovered such stolen property; also all delinquencies and violations of the orders, rules and regulations of the service on the part of the Force, or by any member or members thereof.

All entries required to be made in the Desk and Telegraph Blotters shall be made by the Sergeant or Acting Sergeant on desk duty, excepting such entries as may be otherwise provided for in the Rules.

SICK TIME.

RULE 118.

Deductions of one-half the amount will be made from the compensation of members of the Force for lost time by absence for any cause, with leave (except when otherwise ordered), lost or sick time, sickness or other disability, physical or mental.

For absence without leave full pay will be deducted.

Full pay may be allowed for lost time by sickness or injuries only by the Board of Police, after written application therefor, and all such applications by members of the Force shall be made in the form of an affidavit stating cause, date and duration of disability, and all particulars in each case. Such application must be accompanied by a certificate of the Surgeon of the District and a report of the Commanding Officer of the Precinct or Squad to which the applicant is attached.

RULE 119.

Whenever any member of the Force is absent on account of sickness, injury or disability which is feigned or simulated, or when it arises from carelessness, improper or vicious conduct, excessive indulgence of appetite, or other bad habits; improper, illegal or immoral practices; or if the sick members shall fraudulently, by concealment, false statement or otherwise seek to deceive or mislead the Surgeon in relation to the case; or if the member shall not remain at his residence, so as to be visited at the option of the Surgeon; or if he refuses or neglects to conform to the instructions of the Surgeon, he shall be liable to charges of "conduct unbecoming an officer," and may be tried, convicted and dismissed from the Force, or otherwise punished.

LEAVES OF ABSENCE.**RULE 120.**

No member of the Police Force shall leave the City of New York, or be absent from duty, except as provided in the rules and regulations of the Department, except the Chief of Police, who may be absent upon the approval of the Board of Police.

The Chief of Police has power to grant leaves of absence to members of the Force, with half pay, for any period of time not exceeding five days, whenever, in his judgment, the circumstances surrounding each particular application require that such application be granted, and when such absence shall not be prejudicial to the interests of the Department.

All applications for leaves of absence for a period not exceeding five days shall be made through the Captains or Commanding Officers of Precincts or Squads to the Chief of Police; and all applications for leaves of absence for any period exceeding five days shall be made to the Board of Police through the Captains or Commanding Officers of Precincts or Squads, and the Chief of Police, who shall forward such applications to the Board of Police with his approval or disapproval endorsed thereon.

In every application for leave of absence there shall be set forth the object and purpose of such absence, the date of the commencement of the leave, and the circumstances requiring the leave asked for.

Applicants for leave of absence to attend upon funerals, shall state explicitly the relationship existing between the deceased

person and the applicant, where the funeral is to take place, and also the time and place of interment.

RULE 121.

Leave of absence with pay will be granted to Surgeons for not exceeding twenty days in each year, on approval of the Board of Police. The Surgeon applying for this leave shall arrange with another Surgeon to take charge of his District during such absence.

RULE 122.

Members of the Force who have small-pox or other contagious diseases in their families, requiring their personal attention, shall be allowed leave of absence with pay (and not report at the Station-house) at the discretion of the Chief of Police, on the report of the Surgeon of the District, "That the nature of the contagion is such as to endanger the health of other members of the Force at the Station-house."

The District Surgeon shall make semi-weekly visits to the family and report when the danger of contagion is over.

RULE 123.

Captains and Commanding Officers of Precincts shall grant each Roundsman and Patrolman of their respective commands a night off duty, Roundsman once in each sixteen days, and Patrolman once in each twenty days, provided the exigencies of the service will permit. In cases of Roundsmen, the night off shall be arranged so that one only shall be permitted the privilege at the same time.

GRADES.

RULE 124.

Patrolmen who have been fined five or more days' pay within six months, or ten or more days' pay within one year, of the date of their claim to advancement to the different grades, shall be declared by the Chief of Police as unworthy of advancement, and their application shall be rejected by the Board of Police.

When a Patrolman of the second, third, fourth or fifth grades shall have completed the legal term of service in either of said grades, the Commanding Officer of the Precinct or Squad to which he is attached shall forward to the Inspector of the District a report setting forth the fact of such service, and the

conduct and efficiency of such Patrolman, together with the dates of appointment and advancement (if any) and the Precincts in which he has served. The Inspector shall forward such report, with his indorsement thereupon, to the Chief of Police, and by him to the Board, with his recommendation and the record of the Patrolman attached.

In making up the record of a Patrolman, on application for advancement to Grade, charges pending shall be considered as of effect, to prevent the advancement, and the application shall not be granted until all pending charges are disposed of. Advancement to grade shall take effect from the date when the term of service in the next lower grade has expired; and in cases where advancement is denied by reason of fines, under this rule, the date of such advancement shall be as from the date of six months or a year (as the case may be) from the date of filing the charge in such cases.

TRANSFERS AND DETAILS.

RULE 125.

The Chief of Police is empowered, by chapter 569 of the Laws of 1895, to assign to duty the members of the uniformed force, and to transfer and detail to duty such members of the uniformed force, and to change such assignments, transfers and details from time to time, whenever in his judgment the exigencies of the service may require such change.

When a member of the force is transferred from one Precinct or Squad to another, the Captain or officer in command shall furnish him with a certificate, directed to the officer commanding the Precinct to which he is transferred, setting forth:

1st. The grade of the officer and date of appointment.

2d. The time he has served in said grade.

3d. The time he has lost by absence.

4th. The time he has lost by sickness.

5th. The time he has lost by fines during the then current month, and whether said officer has been directed to procure a new uniform, or any part thereof, and if so, make report to the Inspector of the District to which he is transferred.

The Captain of the Precinct or Squad from which a Patrolman of any Grade less than first shall be transferred shall forward with the transfer papers provided in these rules a certificate of the conduct and efficiency of the Patrolman to the Captain of the Precinct to which he is transferred. And in

cases of more than one transfer of an officer, such reports or copies thereof shall be forwarded to each succeeding Precinct.

The Captain or officer to whose command he is transferred, on receiving such certificate, shall enter the time, so certified, on the Blotter, and shall, in accordance with such certificate, place the transferred officer on the pay-roll for the month, as though he had been a member of his command for the whole of said month.

RULE 126.

In cases of emergency, the Captains are, with the written permission of the Chief of Police, empowered to detail—for a period not exceeding three days—members of their immediate command for special duty, outside of the Precinct to which they are assigned.

RULE 127.

Applications for transfer, assignment to duty and detailment, shall be transmitted through the Inspector of the District to which the applicant belongs, and to the Chief of Police, in writing, setting forth the reasons therefor.

Such applications, when made by Captains or officers in charge of Squads, shall be transmitted through the Inspector of the District to which he belongs to the Chief of Police. Applications made by members of the Force below rank of Captain of the Precinct or officer in charge of a Squad to which he belongs, shall be transmitted by the Captain or officer in charge, through the Inspector of the District to the Chief of Police.

The Captains, or officers in charge of Squads, and Inspectors, shall indorse on each application his opinion whether the same ought to be granted or not, with the reasons therefor.

RULE 128.

The Chief of Police will not detail for light duty any Patrolmen who have not been on the Police Force for fifteen (15) years, until those who have been on the Force twenty (20) years shall have been assigned to light duty; nor any who have not been on the Force ten (10) years, until those who have served fifteen (15) years shall have been assigned to light duty proper for them.

APPOINTMENTS.

RULE 129.

The Board has adopted regulations for the appointment of members of the Force, and all other employees of the Department, and has embodied them in the rules provided for the Police Civil Service Board.

RULE 130.

No person will be appointed Patrolman of the Police Force unless—

- 1st. He is able to read and write the English language understandingly.
- 2d. He is a citizen of the United States, and has been so for one year next prior to his application for appointment.
- 3d. He has been a resident of this State during a term of one year next prior to his application for appointment.
- 4th. He has never been convicted of felony.
- 5th. He is at least five feet eight inches in height, measured in his bare feet, and weighs not less than one hundred and forty pounds, avoirdupois, without clothing, and his chest measurement shall be at least 34½ inches.
- 6th. He is less than thirty years of age.
- 7th. He is of good health, and sound in body and mind.
- 8th. He is of good moral character and habits.
- 9th. Nor unless he has been examined by the Civil Service Board of Examiners, and his name appears on the eligible list.

RULE 131.

All persons employed as probationary Patrolmen more than sixty days after the surgical examination by which they were respectively passed, shall, before the constitutional oath of office is administered, be re-examined and a certificate made by a Committee of Surgeons, in the same manner in all respects as is required in the first examination, such re-examination to be made without reference to the records or papers of any former examination. If it shall appear by such examination that the candidate is then physically deficient or disqualified, or if it shall in any manner appear that he is, for any cause, disqualified to be a Patrolman, the Chief Clerk, before administering the constitutional oath of office, shall report the facts to the Board of Police. Thereupon, if the Board is satisfied

that the candidate is not a competent or proper person to be a Policeman, they may by resolution revoke and cancel the employment. All probationary employees shall present a certificate from the Health Department that they have been duly vaccinated.

RULE 132.

Captains are required to give their personal attention and supervision to the orders for investigations into the character, habits and associates of applicants for appointment on the Police Force, referred to them for report.

They will take such measures, and employ such members of their command, in prosecuting the inquiries, as shall be necessary. They shall satisfy themselves, affirmatively, as to the character, habits and associates of the applicant. They shall make no favorable report, in relation to the applicant, until they are reasonably assured that the character, habits and associates of the applicant are good. It is desired that this investigation shall be, in each and every case, thoroughly and carefully made; and that unfavorable reports shall not be unnecessarily divulged to the detriment of the reputation of the applicant.

CHARGES, TRIALS AND JUDGMENTS.

RULE 133.

The record and certificates of all judgments rendered by the Board in relation to members of the Force, shall be authenticated by the signature of the Chief Clerk or First Deputy Clerk.

RULE 134.

Charges preferred against any member of the Police Force must be in writing, and verified by the oath of the complainant, except charges by a Commissioner, the Chief of Police, Inspectors, Captains, Surgeons, or Chief Clerk, who may make charges in writing without oath.

Under the law the Board of Police shall have power to issue subpoenas tested in the name of the President, and to exact and compel obedience to any order, mandate or other writ issued by said Board, by attachment, to administer an oath to a witness in the exercise of its powers and duties, and to devise and make new process and forms of proceeding to carry into effect the powers and jurisdiction possessed by it, and Section 7 and Section 852 to Section 869 inclusive, of the Code of Civil Procedure, are hereby made applicable to such proceed-

ings. The Board of Police and any Commissioner shall have power to enforce and maintain order and decorum at all hearings and trials, and may punish for contempt any infraction or violation of this provision, and Section 8 to Section 14 inclusive, and Section 157, and Section 2,266 to Section 2,292 inclusive, of the Code of Civil Procedure, are hereby made applicable to such proceedings. Each Commissioner of Police, the Chief of Police, the Deputy Chief of Police, the Chief Clerk and First Deputy Clerk of the Police Department, are hereby authorized and empowered to administer oaths and affirmation to any person in any matter or proceedings authorized as aforesaid, and in all matters pertaining to the duties of any officer, or to administer oaths of office, or to take any deposition necessary to be made under the orders, rules and regulations of the Board of Police, for the purposes of this Chapter. Any one or more of the Police Commissioners may, and he or they are hereby authorized and empowered to investigate, take evidence, hear any charge or charges made or preferred against any member or members of the Police Force; but no judgment or other determination shall be rendered or pronounced, dismissing, removing or suspending any member or members of said Police Force, or imposing any fine, or forfeiture, unless a majority of the Board of Police Commissioners shall concur. Any person making complaint that a felony or misdemeanor has been committed may be required to make oath or affirmation thereto, and for this purpose any Police Commissioner, the Chief of Police, the Deputy Chief of Police, Chief Clerk, or First Deputy Clerk of the Police Department, the Inspectors, Captains and Sergeants of Police, shall have power to administer oaths and affirmations. Any willful or corrupt false swearing by any witness or person to any material fact in any proceedings, under the said orders, rules and regulations, or under this Chapter of the act hereby amended, shall be deemed perjury, and punished in the manner now prescribed by law for such offense.

RULE 135.

Charges by Sergeants and Roundsmen against members of the Force shall be in writing, signed by the officer making the same, and delivered to the officer in command at the Station-house, who shall immediately enter the same in the Blotter, and file the original charge so made. Captains shall transmit to the Chief of Police a transcript of each of said charges, on the day the same is entered on the Blotter.

When, in the judgment of the commanding officer of a Precinct or Squad, a complaint of a trivial nature is made, under the rules of the Department, against any member of the Force of his command, he shall attach to the complaint a brief statement of the facts and his recommendation thereon, and forward the same to the Chief of Police, who shall transmit it to the Chairman of the Committee on Rules and Discipline.

RULE 136.

When written charges are preferred against any member of the Police Force, they shall be filed with the Chief Clerk; whereupon specifications of the charges, with a notice of the time and place of trial, shall be served upon the party charged two days before the day of trial, the day of such service being counted as one of the two days; any member may admit the same in writing, on a copy of the papers served, but no statement in explanation or mitigation of punishment shall be made on the papers; but shorter notice, which will furnish to the accused an opportunity to attend the trial, at the time specified in such notice, shall be sufficient to authorize the taking of the testimony of any witness, who, by reason of residing out of the State, of being remote from the place of trial, by reason of sickness or other pressing cause, cannot attend at a later day, without great personal detriment or inconvenience.

The service to be made,

1st. By delivering the papers to him personally;

Or 2d. By leaving the same at his place of residence, with some person of an age of discretion;

Or 3d. If his place of residence cannot be found, then by posting the same in a conspicuous place, in the Station-house of the Precinct or Squad to which he is attached.

Charges may be voted frivolous, and dismissed by the Board, without evidence or trial.

All complaints against members of the Force made at the Station-house (by members of the Force) must be entered in the Blotter at the time each complaint is made. Captains and Sergeants in command of Precincts and Squads are required, within twenty-four hours after complaint is made, to make charges and specifications founded on each complaint. Roundsmen are required to give notice in writing of each and every complaint made by them against a member of the Force, stating the charge, the name and Precinct of the officer against whom the complaint is made, and the date when the charge

was made. All charges and specifications to be immediately transmitted to the Chief of Police.

RULE 137.

When complaint shall be made by any reputable person or authority imputing to any member of the Force conduct or acts calling for discipline or punishment, it shall be the duty of the Chief of Police, Inspectors, Captains, or other officers in command of such members of the Force, to enter the same on the Blotter, and to request the person or authority making the complaint to appear at the Central Office and verify the same by affidavit.

Upon such affidavit it shall be the duty of the Chief Clerk to cause charges and specifications to be framed, signed and filed in conformity with the rules and regulations of the Department.

Captains in command of Precincts, and officers in command of Squads, when preferring charges against members of the Force, shall sign duplicates of the charges and specifications and forward one, under the rule, to the Chief of Police, and one in a separate envelope, sealed, directly to the Chief Clerk, to be by him placed on file.

RULE 138.

Judgments of the Board will be in writing, duly entered in the records of the Department, and a notice thereof read to the Force of the Precinct to which the member belongs.

RULE 139.

Any member of the Police Force may be punished by the Board of Police, in their discretion, either by reprimand, forfeiture, and withholding pay not exceeding thirty days for any one offense, or by dismissal from the Force, on conviction of either of the following offenses, to wit:

OF intoxication.

OF any act of insubordination or disrespect toward a superior officer.

OF any act of oppression or tyranny.

OF neglect of duty.

OF violation of the rules.

OF neglect or disobedience of orders.

OF any legal offense.

OF absence without leave.

OF immoral conduct.

OF conduct unbecoming an officer.

OF conduct injurious to the public peace or welfare.

OF incapacity, mental, physical, or educational.

OF any breach of discipline.

OF neglecting or refusing to pay a debt for uniform clothing.

OF contracting a debt under false or fraudulent pretenses.

OF failure to pay a debt for which judgment shall have been rendered in an action at law.

OF inefficiency.

RULE 140.

Trials of members of the Force will be held at such times as shall be ordered by the Board, and shall be had before one or more of the Commissioners, based upon written charges and specifications. All complaints will be referred to the Chairman of the Committee on Rules and Discipline for approval before being heard by the Board.

Such testimony as shall be offered for and against the accused may in the discretion of the Commissioner or Commissioners hearing the case be taken on oath, and the substance thereof reduced to writing by the Stenographer, under direction of the Commissioner or Commissioners hearing the case. If the case is heard by less than three Commissioners, the testimony shall be laid before the several Commissioners before judgment thereon.

RULE 141.

Captains shall report to the Chief of Police the names of all Patrolmen who shall have been absent, without leave, for five continuous days, and the Chief of Police shall make charges against such delinquent members.

RULE 142.

Captains shall make charges against any Patrolman under their command who shall, through neglect of duty, fail to discover a homicide, burglary, or serious breach of the peace committed on his post, during his tour of duty, or who shall neglect to take proper measures to arrest any party guilty of such offenses, or who, while on duty, shall draw his pistol on a citizen or use his club except in self-defense.

RULE 143.

No member of the Police Force, being under charges, shall either before trial or judgment, cause any person to interfere, personally or by letter, in his behalf, with any of the Police Commissioners.

RULE 144.

Charges against members of the Force, on complaints involving inquiry into immoral, obscene, disgraceful or disgusting acts, may be tried by the Commissioners, in private.

RULE 145.

When any member of the Force is charged with contracting a debt and a transcript of judgment filed, it shall be the duty of the Chief Clerk to take the affidavit of the complainant setting forth the facts; such affidavit shall be sent to the Chief of Police, who shall thereupon prefer charges against the officer so complained of.

RULE 146.

It is obligatory upon all Inspectors, Captains, Sergeants and Roundsmen of the Police Force to report all violations of the rules and regulations by members of the Force under their command and immediately prefer charges for such violations to the Board of Police through the Chief of Police; any failure so to do will be treated as neglect of duty.

CLOTHING AND EQUIPMENT.**RULE 151.**

The Board of Police shall establish a Bureau, to be called "The Bureau of Clothing and Equipment," and designate a suitable person, to be known as the Equipment Clerk, who, under the direction of the Chief Clerk, shall supply the members of the Force with cloth, pistols, hats, wreaths, numbers and buttons, as provided by the rules regulating the same. He shall report to the Board, on the first Monday of each month, a detailed statement of the transactions of his Bureau. He shall also report any violation of the rules affecting his Bureau, either by members of the Force, or by tailors employed by them, in making up cloth furnished by the Department for uniforms.

The book called "Policeman's Record and History of Arrests," copies of which are supplied by the Bureau of Clothing and Equipment, is recommended for use by members of the Force.

RULE 152.

Each member of the Force shall provide himself with a whistle of a kind to be determined by the Chief of Police, sam-

ple of which may be seen at the room of the Equipment Clerk at Central Office. Two blasts of this whistle shall constitute a call. A visiting officer shall not call until he has gone over the post. If unable to find the officer he shall give the call in the centre and on each extremity of the post. The Patrolman shall answer in like manner, and if the visiting officer requires the presence of the Patrolman he shall give a single blast of his whistle.

If a Patrolman on his post requires the presence of another officer on the adjoining post, he will, in ordinary cases, give a single blast of his whistle, which will be answered in like manner, when the Patrolman making the call will again give a single blast of his whistle.

In cases of fire, riot, or other emergency, when the Patrolman requires the assistance of more than one officer, he will give three blasts of his whistle in quick succession, and all the officers hearing it will answer by a single blast, and immediately repair to the assistance of the officer making the call.

All Patrolmen carrying a night baton will use the same when requiring assistance, as well as the whistle when necessary.

In cases of disorder, riots and other emergencies, the Chief of Police may, in his discretion, order the Force to use the locust baton temporarily; and the day baton shall only be used for dress parades and drilling purposes.

The baton shall be carried at all times in a socket to be made for the purpose, attached to the belt, when worn, on the left side, and shall only be drawn therefrom when specially ordered, or when required for the self-protection of the officer, or for use in urgent cases.

When belts are not worn during the night time the baton shall be carried in the hand. Patrolmen shall not swing or toy with their batons, but shall carry them as inconspicuously as possible.

RULE 153.

Cloth for Police uniforms (overcoats, frock-coats, blouses, vests and trousers) must be purchased at the "Bureau of Clothing and Equipment." No member of the Force shall wear either of the above-mentioned garments unless the same is stamped or marked by the shield number.

RULE 154.

All members of the Department desiring Police clothing must personally procure their cloth at the office of the Bureau

of Clothing and Equipment, and have the quantity required for each suit (or garment or garments, in case less than a full suit is required) cut off separately. The sale to tailors, or others, of quantities for more than one suit, in one piece, will not be allowed except upon the order of the Chief Clerk in writing.

Cloths, hats, caps, clubs, belts and buttons shall be sold at the Bureau of Clothing and Equipment for account of the owners thereof, and paid for in cash on delivery. The Equipment Clerk shall deposit the moneys received, keep account thereof, and make reports under the direction of the Chief Clerk. The Equipment Clerk shall keep posted and displayed in the room where sales are made a card exhibiting in conspicuous figures the prices of the several articles kept on sale, and that sales are made for cash only. Each member of the Force applying to make purchases must appear in uniform, except when making first purchases after his appointment.

RULE 155.

Members of the Force will supply their own wreaths and numbers, using only the authorized patterns of those articles respectively, to be purchased at the Bureau of Clothing and Equipment.

RULE 156.

Manuals, shields, fire keys and transportation certificates are supplied to each member of the Force, but remain the property of the Department. Each member leaving the Force is required to deliver his manual, shield, fire key and transportation certificate to his commanding officer, who shall return the same to the Chief Clerk.

RULE 157.

In addition to the ordinary baton of a Patrolman, each member of the Police Force shall be armed, while on duty, with a revolving pistol of pattern and calibre approved by the Board.

Pistols must be plainly stamped with a number corresponding to the shield number of each officer. They must be kept clean, in perfect repair, and at all times prepared for instant use. Commanding officers will cause frequent inspections to be made to see that officers are properly equipped according to these rules.

A school of instruction in pistol practice is established, under the following regulations:

The school shall be in charge of a Sergeant, with such assistants as may be directed.

Subject to the approval of the proper authorities, practice will be held at the range designated by the Board of Police, and at such days and hours as may from time to time be fixed.

The Chief of Police will detail in regular rotation "off Platoons" for this duty. Platoons will be formed in their respective Station-houses, and march to the Armory in command of a Roundsman, who will report his Platoon to the Sergeant in charge. Orders will be so given that the Platoons will report successively at 1, 2, 3 and 4 P. M.

One hour will be devoted to the instruction of each Platoon, after which the Platoon will be re-formed, roll called and dismissed without returning to the Station-house.

Captains of Precincts will see that each member of the Platoon, on this duty, is provided with a revolver, of the regulation pattern and calibre, in good order, and that it is taken to the Armory unloaded. Captains will also cause to be prepared a roll of the Platoon on duty. This roll will be delivered to the Roundsman in command, and by him delivered to the Sergeant in charge of the School of Instruction.

Roundsmen will be held strictly responsible for the conduct of the respective commands. Rules and regulations of the Department in regard to the conduct and discipline of the officers will be strictly enforced.

RULE 158.

No pistols or other fire-arms shall be discharged within the premises of the Central Department. All loaded fire-arms coming into the possession of the Police Force shall, before delivery to the Property Clerk, be discharged without unnecessary delay at or near the respective Station-houses, under direction of the Commanding Officer of the Precinct.

UNIFORMS.

RULE 161.

Uniforms and parts of uniforms must be made in strict accord with regulations.

Each garment is required to be inspected by the Inspector of the District, as to its color, quality, manufacture and fitting, before it can be worn by a member of the Force.

Members of the Force are advised to employ a tailor accustomed to making first-class uniforms, as all and every part of the uniform not made in accordance with the regulations will be rejected.

RULE 162.

Shields are to be worn without chains, and carefully used, kept clean and bright, and when required, replated at the cost of the member.

The shield of the Police Surgeons shall be worn upon the vest and in view upon all occasions of duty, to be made of yellow metal, fire gilt (as per sample in charge of the Chief Clerk), and to have over the top a ribbon of the same material containing the word "Surgeon."

If any member shall break, or bend, or otherwise change the form of his shield, or the fastening thereof, he shall pay the cost of repair or furnish a new one, as may be required.

It will be deemed "Neglect of Duty" on the part of any member of the Force to carelessly lose his shield or any other insignia of office, to neglect to fasten the same securely to his clothing, or neglect to report such loss immediately thereafter to the officer in command at the Station-house.

It shall be the duty of Captains to immediately make charges against the officer for losing his shield, and the fact of the loss shall be presumptive evidence of carelessness.

Any member of the Force convicted of such charge, wherein neglect or wrong-doing is established, may be fined.

RULE 163.

Each member of the Force furnishes his own club and belt, but they must conform, in all respects, to the regulations of the Board of Police. Clubs and belts of regulation pattern can be purchased at the Department of Clothing and Equipment.

RULE 164.

That the baton for night service shall be not less than twenty-two inches long, and one inch and three-eighths thick, and shall be made from sound locust wood; and no other shall be used, except on occasion of dress parade, when ornamental batons, made from rosewood, if of regulation pattern, may be used.

The "billy" to be used by the Force shall be made of grenadilla, or coco-bolo wood, and shall be fourteen inches in length, one inch and five-eighths thick on one end, tapering down to one inch in thickness at the other.

RULE 165.

The full-dress of the members of the Police Force, excepting the Surgeons, shall be of blue cloth, indigo-dyed, and all wool, except as otherwise directed.

RULE 166.

For the Chief and Deputy Chief of Police—The dress shall be a double-breasted frock coat; the waist to extend to the top of the hip, and the skirt to within one inch of the bend of the knee; two rows of Police-buttons on the breast, eight in each row, placed in pairs, the distance between each row five and one-half inches at the top, and three and one-half inches at the bottom; stand-up collar, to rise no higher than to permit the chin to turn freely over it, to hook in front at the bottom; cuffs, three and one-half inches deep, and to button with three small buttons at the under seam; two buttons on the hips, one button on the bottom of each skirt pocket welt, and two buttons intermediate, so that there will be six buttons on the back; collars and cuffs to be of dark-blue velvet; lining of the coat black. The trousers plain; black neck-cloth and white collar; the vest, single-breasted, with eight buttons placed at equal distances. Gold wreath on cap shall inclose the word "Chief" or "Deputy Chief."

RULE 167.

For Inspectors—The dress the same as for Chief of Police, except that there will be seven buttons in each row on the breast of the coat, placed at equal distances, and the gold wreath on the cap shall inclose the word "Inspector" in gold.

RULE 168.

For Captains and Sergeants—The same as for Chief of Police, except that there will be eight buttons in each row on the breast of the coat, placed at equal distances; collar rolling, the collar and cuffs of the same color and material as the coat. The cap for Captains and Sergeants shall be in shape now worn, made of blue cloth, with gold wreath. For Captains, gold embroidery cord in place of strap, with black mohair braid, two inches in width. For Sergeants, the same, without mohair braid; the wreath on the cap to inclose the word "Captain" or "Sergeant."

RULE 169.

For Patrolmen—The dress shall be a single-breasted frock-coat, with rolling collar; the waist to extend to the top of the hip and the skirt to within one inch of the bend of the knee; nine buttons on the breast, two buttons on the hips, two buttons on the bottom of each pocket, and three small buttons on the under seam of the cuffs. Trousers shall be of the same material as the dress coat, and to have a white welt in the

outer seam; white standing shirt collar; black neck-cloth; vest single-breasted, with nine buttons placed at equal distances. The hat wreath surrounding the appropriate number and belt plate to be white metal and nickle plated.

For bicycle Patrolmen—The overcoat shall be a double-breasted English box-coat, of regulation cloth, to come down quarter way between the hip joint and knee, or down to the tip of the thumb, when arm is hanging naturally by the side, seven buttons on each side of breast, three buttons under the seam of the cuff, pockets outside, rolling collar.

Trousers to be of the regulation material and similar in every respect to those worn by foot patrolmen; shirt or sweater to be of blue flannel or wool; cap according to pattern, with wreath and number the same as worn by Harbor Police; leggins the same as those in use in the U. S. Army.

Summer uniform to consist of the blouse, knee breeches, black stockings and dark blue cap, according to pattern.

RULE 170.

Patrolmen detailed as Roundsmen shall, in addition, have the word "Roundsmen," in white metal letters, in lieu of the wreath, as per sample in Bureau of Clothing and Equipment.

Roundsmen shall wear on each arm of overcoat, dress coat and blouse a United States Infantry chevron of two stripes above the point of the elbow.

Members of the Uniformed Force having served five years in the Department, will wear on both sleeves of the overcoat, dress coat and blouse a chevron, to be designated the "service chevron," to consist of one bar, to be placed on the front of the sleeve, adjoining to and above the cuff seam, and parallel thereto, extending in length from seam to seam.

For the Chief and Deputy Chief, Inspectors, Captains and Sergeants, the bar to be of gold braid, $\frac{3}{8}$ of an inch in width, and for all other members of the Uniformed Force to be of blue cloth, with black binding, $\frac{1}{2}$ inch in width, as per sample in the Department of Clothing and Equipment, where the material may be purchased at the cost price thereof. In like manner, an additional bar will be worn for every five years of service.

RULE 171.

For Harbor Patrolmen—The dress shall be a sailor's jacket, rolling collar, to come down half-way between the hip-joint and knee; five buttons on each side of breast, two buttons on the under seam of the cuff; pockets inside; vest, single-

breasted, nine buttons; trousers plain; shirt of blue flannel; cap according to pattern, with wreath and number; pea-jacket overcoat, three inches above the knee, five buttons on each side, side pockets with flaps; in other respects, same as other Patrolmen.

RULE 172.

Summer blouse of regulation blue flannel, single breasted, standing collar fastened with hook and eye, coat to close with a flap containing seven concealed black buttons and button holes. The skirt to extend from 1-3 to 2-3ds the distance from the hip joint to the bend of the knee according to the height of wearer, to be cut to fit the figure easily. A vertical opening in each side at the hip of eight inches, with a flap fastened by concealed hooks and eyes. Height of standing collar not less than $1\frac{1}{4}$ inches.

TRIMMINGS FOR MOUNTED POLICE FOR NEW YORK CITY.

Trimmings of lustrous black mohair 4-line tubular braid, laid on flat.

To be edged all around the bottom, the front edges, the collar, and from eight inches upwards from the bottom along both side openings of the skirt, terminating with a crow's foot, $2\frac{1}{2}$ inches high by 3 inches wide; on each side of the breast, 4 double rows of the same braid with crow's feet at the outer ends; the crow's feet of the top rows extending nearly to the sleeve seams, the lowest crow's feet to be about 6 inches apart. according to measure of waist.

On each sleeve an astrakhan knot of the same braid, extending 8 inches from bottom of sleeve, with 3 police buttons on each cuff, to button $4\frac{3}{4}$ inches from bottom of sleeve. Along each back seam a double row of the same braid, ending with crow's feet at top and bottom.

A crow's foot on each shoulder extending to the sleeve seam.

Ten large police buttons placed in the eye of each crow's foot on fronts and shoulders.

DRESS BLOUSE TRIMMED SAME AS SUMMER BLOUSE.

TROUSERS.

To be cut to fit the figure and made medium manner in legs, with black cloth stripe, $1\frac{1}{4}$ inch, welted $\frac{1}{4}$ inch pockets, as desired.

SERVICE STRIPS.

Made from style braid, as on blouse, pattern known as army service strips.

CHEVRON FOR ROUNDSMAN.

Made from same braid, as on blouse, pattern known as West Point style.

OVERCOATS SAME AS NOW WORN.

Service strips for overcoats same as for blouse, except wider in proportion as to sleeve for Roundsman's chevron.

RULE 173.

For Doormen—The dress shall be a double-breasted, round-jacket, extending two inches below the hip, with five police buttons on each breast and one on the inside seam of each cuff; trousers of blue cloth, plain; hat the same as Patrolmen, without wreath, but with the word "Doorman" in white metallic letters, placed in front. In other particulars, same as Patrolmen.

While on duty in the Station-house Doormen will be permitted to wear a cap of approved style and quality.

RULE 174.

The summer uniform shall consist of blue flannel sack coat, and blue flannel trousers. The coat of Patrolmen to be a single-breasted sack, with short turn-over collar, to button close up to the chin, and reach to a point four inches above the bend of the knee, with four buttons on the front; no pockets to show on the outside, and the trousers to be made the same as winter trousers.

For Harbor Patrolmen—Flannel sack coat and flannel trousers made like the above.

RULE 175.

Officers are permitted to wear the summer uniform while in the discharge of desk duty in the Station-house.

RULE 176.

The overcoat shall be of blue cloth, indigo-dyed, double-breasted, rolling collar, waist to extend to one inch below the hip, skirt to three inches below the bend of the knee; swell edge, stitched $\frac{1}{4}$ of an inch from the edge. Inspectors will have seven police buttons on each breast, and six on the back and skirt, and three on the cuffs. Captains will have eight police buttons on each breast, six on back and skirt, and three on the cuffs. Patrolmen will have nine police buttons on each breast, four on the back and skirt and two on the cuffs. All buttons on the breast of double-breasted coats shall be placed in two rows, at a distance between rows of 7 inches at top and

3½ inches at bottom, measured from centres, and in such manner as to form, when the coat is buttoned, direct line from top to bottom.

UNIFORM OVERCOAT TO BE WORN BY CHIEF, DEPUTY CHIEF, INSPECTORS, CAPTAINS AND SERGEANTS OF POLICE.

Material of regulation Police dress-coat cloth, lined with light blue cloth or other suitable material, closing by means of four black mohair netted frog buttons, 1¾ inches long, ½ inch in diameter in center, and tapering to ¼ of an inch diameter at the ends; loops of black mohair square cord, about 8 inches long, ¼ inch diameter on each side down the front, with an oval shaped knotted frogging of same cord, 2½ inches long and 1¼ inches wide at the end of each loop.

The back slit up from the bottom from 20 to 25 inches, according to the height of the wearer, and closing at will by buttons and button-holes, the latter placed in a concealed fly under left back, and buttons placed on a concealed flap on right back. Length of coat 7 inches below the knee.

A rolling collar of the same material as the coat, 2¾ inches wide.

Two horizontal side pockets on the outside just below the hip, covered with flaps, to be worn inside or out; two inside breast pockets; sleeves loose, without cuff or slit; back straps to consist of two straps, each about 8 inches long and 2 inches wide, let into the side seams of back of coat; left hand strap to have no buttonholes, and right hand strap to have two buttons about 2 inches apart.

A cape of the same material as the coat, reaching to the bottom of sleeve when the arm is at rest; to be lined with light blue regulation cloth known as U. S. Army officer's doeskin. Cape to be attached to collar of coat with 5 small black bone buttons; corresponding button-holes in a small band-like collar on cape.

Space for shield on front of coat.

To designate rank there will be on both sleeves, near the lower edge, a knot of black mohair soutach braid not exceeding 3-16 of an inch in width, and composed as follows:

For Chief of Police, 5 braids, double knot.

For Deputy Chief, 5 braids, single knot.

For Inspectors, 4 braids, single knot.

For Captains, 3 braids, single knot.

For Sergeants, 2 braids, single knot.

RULE 177.

Captains shall wear the prescribed uniform at all times, unless otherwise especially authorized by the Board or Chief of Police.

Sergeants, Roundsmen, Patrolmen and Doormen shall wear the prescribed uniform at all times when their respective Platoons are on patrol or reserve duty, and when the off Platoon may be called on duty on extraordinary occasions, or in attending courts, drills, parades, the School of Instruction, when making reports to superior officers, while in attendance at Headquarters, and when performing any business connected with the Department.

Captains are authorized to order or grant permission to members of their command to wear civilians' dress on occasions when required to perform special duty, which order or permit shall be entered on the Blotter.

When off duty members of the Force shall wear their shields upon the left breast, in order that the same may be displayed, when required.

The hat, and cord and tassel, gloves, shields, badges, emblems, devices, belts, buttons, batons and clubs to correspond with samples in the cloth-room of the Department of Clothing and Equipment.

The coat shall be buttoned at all times when on duty.

RULE 178.

Each member of the Police Force shall be required, under the direction of the Chief of Police, to have upon his baton a metallic plate bearing the same number as is borne upon the shield. Commanding officers of Precincts are required to cause each Patrolman to wear only such batons as may be so numbered.

RULE 179.

White gloves will be worn in the summer and when on special duty indoors at all times, and dark gloves in the winter. The kind of gloves, the manner of procuring them, and the period for change, will be regulated from time to time by general orders. Gloves to be worn at all times when members of the Force are on duty, except during tours of night duty, when they may be dispensed with.

RULE 180.

Patrolmen on reporting for duty must have their buttons clean and bright, and their dress and uniform, in all other re-

spects, must conform to the rules and regulations of the service.

RULE 181.

Members of the Force when on duty (except when otherwise permitted by the Chief of Police), shall wear the shield on the outside of the outermost garment, over the left breast; and on all occasions, when on duty, conspicuously display their shields so that the entire surface of the same may be easily and distinctly seen.

RULE 182.

No member of the Force will be permitted to purchase, or wear, any Police garments of another Policeman, or ex-Policeman, without the special permission, in writing, of the Chief of Police.

RULE 183.

Members of the Force assigned to special duty in the offices of the Commissioners and Chief Clerk, at the Central Department, or to other clerical duty, or as mechanics, may be relieved from appearing in uniform.

RULE 184.

UNIFORM FOR SPECIAL PATROLMEN.

Uniform, when required to be worn by a Special Patrolman, shall be as follows:

For winter the dress shall be double-breasted sack coat of standard gray cloth, all wool, and with short turn-over collar, to button close up to the chin and reach to a point midway between hip and knee, with 5 "Special Police" buttons of white metal, bearing the words "Special Officer," in sunken letters, for each breast; no pockets to show on the outside.

Trousers shall be of the same material, and to have a welt of red cloth on the outer seam.

For summer, gray flannel sack coat, single-breasted, of the same shade, rolling collar, 5 buttons made like to above.

Trousers of the same material, with welt of red cloth on the outer seam.

Cap of same shade and material as the rest of the uniform, of shape known as the U. S. Navy Cap, with straight visor of patent leather, and patent leather band held at each end by a white metal button; in front of the cap the officer's number and the words "Special Officer" in white metal.

For summer wear a hat may be worn of the same style and description as those of letter carriers; in front of the hat the

officer's number and words "Special Officer," in white metal, to be of pearl gray felt.

Overcoat to be of same color, heavier weight, double-breasted, rolling collar, sack to extend to three inches below the bend of the knee, and with six buttons, of the style prescribed above, on each side in front.

No pockets to show on the outside.

STATION-HOUSES AND CENTRAL DEPARTMENT.

RULE 188.

The Station-houses are to be used exclusively for Police business and must not be used for any other purpose. Civility and attention are to be shown to every person applying at a Police Station on business. No person shall be permitted to remain in the Police Station-house without express permission from the officer in charge, except members of the Department and persons on business.

Discussions and conversation in Station-houses by members of the Force or others, in relation to nationality, religion or party politics, are improper and will not be permitted.

No person, except the Superior Officers of the Department, shall be allowed to enter behind the desk.

RULE 189.

The cells at Station-houses are to be kept clean and well ventilated. The door of every cell is to be carefully locked and bolted when prisoners are confined therein—the keys to hang up behind the Captain's desk. No person is to be allowed to visit the cells except the officer in command at the Station-house and Doorman or matron in charge of the prison, unless by order of an Inspector, the Chief or Commissioner of Police, in writing; and no member of the Police Force, except the Chief or Inspectors, or unless authorized by them, in writing, shall hold any conversation with any prisoner confined in the cells at any Station-house or Precinct, nor at the Central Office, except in the presence and hearing of the Doorman then on duty; nor shall any member of the Police Force, except as above stated, and under the above restrictions, be permitted to converse with any prisoner at a Police Court, except in the presence of the officer in command of that Squad.

RULE 190.

No article of furniture, picture, print or statue, shall be put into any of the Station-houses, except those supplied by the Police Department, or such as members of the Force may require for actual use, unless permission is granted by a Commissioner, the Chief of Police or Inspector of the District.

RULE 191.

There shall be a Janitor of the Central Department, who shall have the supervision and control, under the direction of the Board of Police, of the warming, lighting and cleaning of the rooms and offices; and also of all persons engaged in and about the building, in connection with the general care and cleanliness of the Central Department.

PRISONERS.**RULE 192.**

The Captain or Sergeant in command shall give prisoners a receipt for all articles taken from them for safe keeping.

RULE 193.

The officer in command of each Precinct shall, every morning, cause the prisoners who may have been arrested and detained at the Station-house of the Precinct the night previous, to be conveyed to the Police Court, at the hour of the opening of such Court, at the same time transmitting a record of the complaint made, and he shall cause all property or money alleged or supposed to have been feloniously obtained that may have come into his possession, and which shall be required as evidence, to be conveyed to the Court.

RULE 194.

That the recommendation of the Chief of Police be complied with, that tickets for wood yard of the Charity Organization Society be sent to the Station-houses, and that Sergeants of Precincts be directed to use discretion in giving the same, giving to those only who are really worthy and do not belong to the class of professional beggars.

All applicants for lodging at the Station-houses after February 15, 1896, shall be notified that Police Lodging-houses are closed.

DETECTIVE BUREAU.

RULE 195.

There shall be a Bureau called the Detective Bureau, which shall be under the supervision of an Inspector or Captain of Police. The Detective Bureau shall consist of an Inspector, or Captain, forty Detective Sergeants, and such other members of the Force as shall, from time to time, be assigned to Detective duty by the Chief of Police. Such Inspector or Captain is authorized to order any member or members of his command for detective duty or business, and for such purpose may order and allow such Detective Sergeant or members to leave the city for a period not exceeding three days at any one time, whenever the exigencies of the services may require it, promptly reporting such leave in each case to the Board of Police.

RULE 196.

A book of record of complaints and applications, calling for the services or attention of the Detective Bureau, shall be kept in the Detective Office under the supervision of the officer in command, and he shall have supervision of all detective business in general and in detail; and it shall be the duty of the officer in command to give special attention to the business, and see that all proper detective cases are diligently and properly attended to.

RULE 197.

A Record of Arrests, by the Detective Bureau, shall be kept in the Detective Office, in which shall be entered the name of the person arrested, with a full description of such person, the time and cause of arrest, and disposition made of each prisoner arrested.

RULE 198.

The Inspector or officer in command of the Detective Bureau shall cause a Blotter to be kept in his office, in which shall be entered daily all the transactions of the Bureau in detail; and make to the Chief of Police daily morning reports in the same manner as is required by the rules, regulations and orders applicable to Precincts.

RULE 199.

The likenesses of persons collected for the use of the Detective Bureau shall be privately kept in a gallery for the official use of the Police Force, as an aid to the prevention and detec-

tion of crime, and shall not be exhibited to any person unless such person is accompanied by an officer of the Department.

RULE 200.

In all cases where officers attached to Precincts make arrests in this City of persons wanted in other States, for offenses committed therein, they will, at once, take such prisoners to the Detective Bureau and place them in charge of the officers thereof, who will have entire charge of such cases and all proceedings connected therewith.

All cases occurring in Precincts involving extradition from other States to this State, will, after notification is received by this Department of the arrest, be turned over to the Detective Bureau for action.

BUREAU OF ELECTIONS.

RULE 201.

Pursuant to law, the Board of Police has established, in the office of the Police Department, in the City and County of New York, a Bureau known and designated as the "Bureau of Elections."

RULE 202.

The affairs of the Bureau of Elections shall, under and subject to such rules, regulations and orders, as may, from time to time, be made and adopted by the Board of Police, be managed, conducted and carried on by a suitable and proper person, known as the "Chief of the Bureau of Elections," who shall hold office for three years, and whose salary shall be fixed by said Board, at such sum as the Board shall deem proper, not exceeding the sum of five thousand dollars, and shall be removable by the Board of Police for cause.

RULE 203.

The Chief of Police shall instruct Precinct Commanders to furnish direct to the Chief of Bureau of Elections such information relating to Polling Places, Election Officers and Election property, as he may at any time call for; also to honor requisitions bearing his signature for election property in their custody by taking receipts therefor, and for all official purposes, the Chief of Bureau of Elections shall be accorded the use of the telegraph and telephone system of this Department.

COURT SQUADS.

RULE 204.

Sergeants of Court Squads shall deliver the sealed envelopes containing names and charges against persons arrested to the Magistrate or Clerk of the Court.

RULE 205.

Sergeants in command of Court Squads will not allow any conversation between prisoners in their charge, and any other person or persons, except such as the prisoners shall desire to confer with, or such as the Court shall designate.

Members of the Police Force are prohibited from recommending to prisoners the employment of any person as attorney or counsel, and are forbidden to suggest or name any lawyer or other person to a prisoner, with a view to his defense, at any time after the arrest is made.

RULE 206.

The City Magistrates' Courts are open daily, at such hours as the Magistrates, under proper advice and direction, determine.

RULE 207.

Court Squads are organized for the sole purpose and duty of serving the criminal process issued by, and carrying into effect the orders of the City Magistrates in criminal cases. The Squads are placed under the command of Sergeants, who are held responsible for the prompt, regular and thorough performance of the duties required of members of the Squad. All processes issued, and all orders made by the City Magistrates, requiring any action by members of the Court Squad, should be delivered to the Sergeant in command.

RULE 208.

It is the duty of the Sergeants in command of Squads to cause all processes, and all orders in criminal cases which shall be issued, made and delivered to him by the Courts, to be promptly executed, obeyed and carried into effect, by such members of the Force under his command as he shall select and detail for the purpose in each case; and he shall detail, from time to time, members of his Force to attend the Court during its sessions, and instruct them in respect to their duties while so employed, requiring them to keep order and quiet in the Court-room, under the direction of the Court, and

to prevent the escape of or the departure from the Court of any persons under arrest, except under the direction of the Court.

RULE 209.

Members of the Squads will not be permitted to be absent from Police duties under any pretext, without the express permission of the Sergeant in command; are required to be at all times, when on duty, in full uniform (except when otherwise ordered by the Sergeant); and to be clean and neatly attired, in pursuance of the rules and regulations concerning uniform and dress.

SANITARY COMPANY—BOILER AND HEALTH SQUADS.

RULE 210.

There shall be a "Sanitary Police Company" set apart from the members of the Police Force by the Board of Police, to consist of such number of Officers and Patrolmen as shall from time to time be ordered by the Board of Police, and one Door-man. The Company so set apart shall possess such special powers and discharge such special duties as shall be assigned to said Company by the orders, rules and regulations of the Board of Police.

RULE 211.

There shall be a squad, within the Sanitary Company, designated as the "Health Squad," detailed pursuant to law to the service of the Health Department of the City of New York. The members of the Force detailed to this Squad shall be subject to the orders, rules and regulations of said Health Department, except in emergencies, when the entire Police Force may be required, in which case the Chief of Police has power to assign them temporarily otherwise.

The pay-rolls of the Health Squad shall be prepared by its commanding officer at the time and in the manner provided for other Precincts and Squads. The rules and regulations governing the Police Department and Force shall be in all respects applicable to the Health Squad.

RULE 212.

There shall be a Squad composed of so many of the members of the Sanitary Company as the Board of Police shall, from time to time, direct, to be called the "Steam-boiler Squad," whose duty it shall be, under the orders and directions of the

officer in command of said Squad, and pursuant to the Rules and Regulations of the Board of Police, to exercise the powers and perform the duties conferred and imposed by chapter 437, Laws 1885; chapter 643, Laws 1886, upon the Board of Police in relation to the inspection of steam-boilers, and the licensing of engineers.

RULE 213.

There shall be appointed two members of the Steam-boiler Squad, who are practical engineers, to be "Examining Engineers," whose duty it shall be to examine, under the direction of the officer in command of said Squad, in pursuance of the Rules and Regulations of the Department of Police, and of the law above named, all applicants for certificates of qualification as engineers, and for renewals of such certificates. Said Examining Engineers shall, in each case, report in writing to the officer in command of the said Squad, whether the applicant is or is not qualified. If the applicant is found to be qualified, the Examining Engineers shall sign a certificate of qualification, which, when approved by the officer in command of the said Squad, shall be delivered to such applicant.

This certificate shall authorize the person named herein to take charge of and operate the steam-boiler mentioned, BUT NO OTHER, and will be REVOKED on proof of NEGLIGENCE or INSOBRIETY. Any person operating a steam-boiler in the City of New York without a certificate from the Department of Police, and any person continuing to discharge the duties of an engineer after his certificate shall have expired or been revoked, will be guilty of a misdemeanor.

When, on examination of an applicant, it appears to the satisfaction of the Examining Engineers that he lacks natural capacity or mechanical skill, knowledge or experience, or is unfitted by habits of insobriety to perform the required duties in a manner consistent with safety to life, a certificate of qualification will be denied. Renewals of certificates will be refused, and certificates will be revoked, on proof of like deficiencies.

Holders of certificates must apply to the officer in command of the said Squad for re-examination and renewal of certificates at least ten days before the date of the expiration of the certificate.

No renewal will be granted without re-examination of the applicant.

RULE 214.

The officer in command of the Steam-boiler Squad shall, within the period of not less than ten nor more than fifteen

days prior to the date of the expiration of each certificate, transmit a notice to the proprietor of the establishment where the boiler mentioned in the certificate is located, informing him of the date of the expiration of the certificate; and in each case of examination or re-examination, the officer in command shall transmit to the proprietor of the boiler a notice of the result, stating therein whether a certificate or a renewal has been granted or denied.

He shall send notice to the owner or user of the boiler of his intention to inspect and test the same, giving date and hour.

RULE 215.

The officer in command of the Steam-boiler Squad shall detail so many of the Squad as shall be required to the duty of inspecting and testing steam-boilers, and all the appliances connected therewith; who shall make report of their proceedings to the officer in command of the said Squad, at such times and in such form and manner as he shall direct.

RULE 216.

Every owner or user of every steam-boiler or boilers, in use within the City of New York, except fire-engine, steamboat and railroad locomotive boilers, and boilers in private dwellings, shall, in pursuance of chapter 437 of the Laws of 1885, report, in writing, to the Board of Police, at the Central Department, the location of every steam-boiler owned or used by such owner or user, and the business or purpose for which they are respectively used. And in case of the removal of any such boiler to a new location, or the erection of a new boiler, a like report shall be made forthwith.

RULE 217.

The officer in command of the Steam-boiler Squad shall, at the time designated in such notice, or as soon as practicable thereafter receiving such report, cause such boilers, and all appliances connected therewith, to be inspected, and the strength thereof tested by pressure; and shall limit the maximum pressure of steam to be applied thereto, in pursuance of said act; but the limit of maximum pressure shall in no case exceed two-thirds of the amount of the pressure applied on examination.

RULE 218.

When it shall appear, by such inspection and test, that any steam-boiler, and all the appliances connected therewith, are

in good order, and of sufficient strength and security, and when any steam-boiler, and all the appliances which shall have been found defective, shall have been put in good order and safe condition, a certificate shall be issued to the owner and engineer in charge, signed by the officer in command, certifying the facts, and limiting the maximum steam pressure as is required by law.

RULE 219.

If any steam-boiler, or the apparatus or appliances thereof, after inspection and test as aforesaid, shall be found to be in an insecure or dangerous condition, the officer in command of the Steam-boiler Squad shall cause the owner, or persons using the same, to be served with a notice, in writing, of such condition, and of the changes and alterations required, to render the same safe for use, and that the use thereof be discontinued until such changes and alterations are completed; such notice to be written or printed, or partly written and partly printed. Such notice shall be served by leaving it with the person in charge of the steam-boiler, or the owner thereof.

RULE 220.

If the use of the said steam-boiler, and the appliances, shall not be discontinued, in pursuance of such notice, the officer in command of the Steam-boiler Squad shall report the facts, in writing, to the Board of Police. Whereupon the said Board will make an order, prescribing such changes and alterations as may render the use of such boiler, appurtenances and appliances safe; in the meantime, until such changes and alterations are completed, the said steam-boiler shall be taken under the control of the Board of Police, and all persons prevented from using the same; which order the officer in command of the said Squad shall cause to be enforced. For this purpose, the members of the said Squad shall have power, under such order, to enter into, upon, and hold possession of any premises or part of any premises necessary to enable them to execute such order.

RULE 221.

The owners or persons in charge of steam-boilers subject to inspection and test, on being notified as provided in Rule 214, shall have their boilers and appliances in the order and condition required by and at the time stated in said notice. If any such owner or other person shall neglect or refuse so to do the facts shall be reported in writing, by the officer in command of the said Squad, to the Board of Police; whereupon

the said Board, on being satisfied with the truth of such report, will order that such boiler and appliances be taken under control of the Board of Police, and all persons prohibited from using the same until the same shall be inspected and tested, and, if found defective and unsafe, until such alterations, repairs and additions shall be completed as the Board prescribe, so as to render the use thereof safe.

RULE 222.

All steam-gauges in use with steam-boilers subject to inspection, shall, as part of the appliances thereof, at least once in each year, and as often as the Board of Police shall order in special cases, be tested by the mercury column at the Central Department. If found defective, the defects shall be remedied before they shall be allowed to be used. For the purpose of this test, members of the Steam-boiler Squad shall have authority to take possession and control of any steam-gauge so in use.

RULE 223.

Steam-gauges, tested and found correct, shall have attached to them a certificate, signed by the officer in command of the Steam-boiler Squad, setting forth the fact and the date of the test.

RULE 224.

No charge shall be made for inspecting or testing any steam-boiler, appliances and connections, except as the law directs. All cart tickets issued for the necessary transportation of the pump and appliances used in testing steam-boilers, shall be certified by the officer in charge of the Steam-boiler Squad, and transmitted to the Treasurer for audit and payment.

RULE 225.

No person shall use or manage, in the City of New York, any steam-boiler of the kind subject to inspection by the Police authorities, except an engineer who shall have a certificate of qualification from the Board of Police, as provided by Rule 213, nor shall any person employ any other person who is not an engineer, qualified as such as above provided, to use or manage any steam-boiler in said city.

RULE 226.

The members of the Steam-boiler Squad shall report to the officer in command, and he shall report to the Board of Police, all violations and infractions of chapter 437, Laws 1885, and of

the Rules and Regulations of said Board in relation to the inspection and testing of steam-boilers.

RULE 227.

The officer in command of the Steam-boiler Squad shall keep a correct record of all inspections and tests of steam-boilers, setting forth the name of the person or firm owning such boiler; the amount of hydrostatic pressure applied, and the amount of steam pressure limited; the location and description of the boiler in each case; with such other facts as shall be deemed useful to the Department or the public.

RULE 228.

All forms and blanks used by the Steam-boiler Squad shall be approved by the Board of Police.

HOUSE OF DETENTION.

RULE 231.

The Board of Police has, as authorized by law, provided suitable accommodations within the City of New York, for the detention of such witnesses as are unable to furnish security for their appearance in criminal proceedings. The place provided is called the "House for Detention of Witnesses."

RULE 232.

The officers of the House for Detention of Witnesses shall be a "Keeper," who shall be a Sergeant of Police; a "Purveyor," and such members of the Force as shall be ordered.

RULE 233.

The Sergeant in charge of the House for Detention of Witnesses shall make a daily report to the Chief Clerk, setting forth the number and names of all witnesses committed to, and discharged from, the House for Detention of Witnesses, during the preceding twenty-four hours, and the nature of the offense in relation to which they are witnesses, and also the number remaining in custody.

RULE 234.

All communications or correspondence by letter, by and with witnesses detained in the House for Detention of Witnesses, are prohibited, unless such letters are open, and submitted to the officer in command, who shall determine whether such letters shall be delivered.

RULE 235.

All personal interviews, conversations, or messages, to and with witnesses detained in the House for Detention of Witnesses, are prohibited, except to and with the officer in command, the Mayor of the City of New York, the Committing Magistrate, District Attorney, Commissioners of Police, Chief of Police, District Inspector, Police Surgeons and such other persons as shall present, for this purpose, the written order of either of the above persons, officially; in which latter case, all conversation shall be carried on only in the presence of the keeper.

The officer in command will have no conversation or interview with witnesses except such as may be necessary in the discharge of his official duties.

RULE 236.

The "Purveyor" of the House for the Detention of Witnesses shall at his or her own personal expense for materials for cleaning or otherwise, keep the house clean and in good order, to the satisfaction of the Board of Police; and shall also, to the satisfaction of the Board of Police, furnish and supply three meals per day, of fresh and wholesome food, in sufficient quantity and variety, for the support of each witness detained in said House; and shall also supply materials for, and do the washing of, the towels, table-cloths, napkins and bedding required for use in said House.

No officer or member of the Police Department on duty at the House of Detention shall be allowed to board at the table of the Purveyor.

PROPERTY AND PROPERTY CLERK.**RULE 237.**

The "Property Clerk," appointed by the Board of Police, shall receive all property or money, alleged or supposed to have been feloniously obtained, or which shall be lost or abandoned, and thereafter taken into the custody of any member of the Police Force, or in the custody of any City Magistrate. He may have an Assistant, who, under his direction and in his absence, shall have general charge and custody of all property in the Property Clerk's Office.

RULE 238.

The Property Clerk shall register each lot of property and money, in a book kept for that purpose, and number the same

on the book, and on a ticket to be attached to such property or money; and shall also record the names of the persons from whom such property or money was taken; the names of claimants thereto, the time of seizure, and the final disposition thereof.

RULE 239.

Whenever property or money shall be adjudged by a Magistrate to rightfully belong to a claimant; or that the person arrested with such property is innocent of the offense alleged; then, upon the written order of such Magistrate, the Property Clerk shall deliver to the person himself such property or money; but not to any attorney, agent or clerk of such person.

RULE 240.

Whenever money or property shall be taken from any person or persons arrested, which shall be alleged or supposed to have been feloniously obtained, or to be the proceeds of crime; and the ownership of such property shall be claimed by, or on behalf of any person other than the person or persons arrested; and the said accused person or persons shall be held for trial, or examination, or be subsequently indicted for having stolen or feloniously obtained possession of said property, and on a trial on said indictment be acquitted or discharged; or when a Nol. Pros. shall be entered on such indictment; the Property Clerk shall not, without the consent of the Board of Police, deliver said property to the said accused person or persons, except upon an order by a Judge of the Court in which such indictment was found, or by the District-Attorney having the charge and conduct of the prosecution.

RULE 241.

The Property Clerk shall cause to be advertised, in pursuance of law, all property or money taken on suspicion of having been feloniously obtained, or of being the proceeds of crime, and for which there is no other claimant than the person from whom such property was taken; and also all lost property that may have come into his possession.

RULE 242.

When lost, abandoned or stolen property, of a highly inflammable or dangerous character or nature, is discovered by, or comes into the custody or possession of any member of the Force, it shall be the duty of such member to report the same at once to the officer in command, at the Station-house of his

Precinct; and the officer in command shall immediately report the same to the Board of Fire Commissioners of the City of New York, and to the Board of Police.

RULE 243.

If any property or money, placed in custody of the Property Clerk, shall be desired as evidence in any Court, he shall, upon an order from the Court to that effect, deliver such property to the officer who shall present the order; such property shall not be retained in said Court, but be returned to the Property Clerk.

Property taken on making arrests for gambling or policy dealing, and which are not implements of gambling or policy dealing, may be delivered up to the owner upon the order of the President of the Board of Police, when no longer required to be kept as evidence against the party arrested.

RULE 244.

Section 291, chapter 410 of the Laws of 1882, provides that all property or money taken on suspicion of having been feloniously obtained, or of being the proceeds of crime, and for which there is no other claimant than the person from whom such property was taken, and all lost property coming into the possession of any member of the Police Force, and all property and money taken from pawnbrokers as the proceeds of crime, or by any such member from persons supposed to be insane, intoxicated, or otherwise incapable of taking care of themselves, shall be transmitted, as soon as practicable, to the Property Clerk, to be registered and advertised in the CITY RECORD for the benefit of all persons interested, and for the information of the public, as to the amount and disposition of the property so taken into custody by the Police. A description of such property shall be entered on the Blotter and the property marked for identification.

RULE 245.

The Property Clerk shall make to the Board of Police, quarterly and such other reports as the Board may direct, of the property disposed of by him during that time.

RULE 246.

Whenever, in his opinion, it becomes necessary to sell articles of a perishable nature in a shorter time than that prescribed by law, the Property Clerk shall, in his discretion, direct a sale of such articles.

RULE 247.

All stray horses, swine and neat cattle coming into the custody of the Police shall be immediately delivered to the keeper of the Public Pound.

RULE 248.

A daily report shall be made to the Property Clerk by the commanding officers of Precincts and Squads, of all lost, found, recovered and stolen property taken or seized by the Police Force, and the Property Clerk shall file and preserve such reports in his office.

RULE 249.

Commanding Officers of Precincts and Squads, shall, on the first days of January, April, July and October in each year, take an inventory of all furniture and other movable property, and transmit the same to the Treasurer's Bookkeeper, who shall keep a proper record of the same; and they shall state in said report and give a list of every article of furniture that is in bad order and that needs repairing, and that no article or articles of furniture shall be sent from any Station-house to be repaired unless upon a written requisition from the officer in command; said requisition to be transmitted to the Treasurer's Bookkeeper, signed and approved by the Committee on Repairs and Supplies.

Hereafter, when a transfer is made by the Chief of Police of an Inspector, Captain, or Sergeant in command of Precinct or Squad, he will transfer to his successor all the furniture and other movable property in the Station-house, belonging to the Department, with an inventory of the same, and take a receipt from his successor, and transmit a duplicate copy of said inventory to the Treasurer's Bookkeeper.

RULE 250.

Whenever "any implements of gaming, or lottery tickets or lottery policies," shall be found in any house, room, or premises, believed to be kept as a common gaming room or gaming premises, or for the deposit or sale of lottery tickets, or lottery policies, and such implements of gaming, or lottery tickets, or lottery policies shall be seized, in pursuance of law, by any member of the Police Force of the City of New York, the articles so seized shall be brought to the office of the Property Clerk. It shall be the duty of the Chief of Police to cause such articles so seized to be destroyed, as the orders of the

Board of Police and the law shall direct. The Property Clerk shall deliver the articles so seized to the said Chief, or on his order, to the end that the same may be destroyed in pursuance of the statute.

TELEGRAPH, TELEPHONE AND SIGNAL SYSTEMS.

RULE 251.

The telegraph and telephone line throughout the City of New York are assigned to the Board of Police, by proper authority, to be used exclusively by the Police Department, under the rules and regulations of the Board of Police, and under the general supervision and direction of an officer known as Superintendent of Police Telegraph.

RULE 252.

There shall be kept at the telegraph office and at each Police Station-house and Squad a journal in which shall be entered all messages sent to and from the Central Department; also all messages sent from one station to another, either direct or by having connection made at Central Department.

All messages transmitted by telegraph and telephone over the Police lines must contain the full name and official title of the senders thereof, together with the initials of the operators transmitting and receiving them, and must be so entered in the journals.

These journals to be subject at all times to the inspection and control of the Board of Police.

RULE 253.

Upon receipt of intelligence at a Police station of an important or of an unusual nature, such as riots, strikes, highway robberies, burglaries, property taken from thieves, murders, suicides, persons found dead or unconscious, especially where there are any suspicious circumstances attending the same, it will be the duty of the Sergeant on desk duty to transmit information of the same to Central Department at once; and the operators at Central Department are required to immediately furnish copies of messages containing such information to the Chief of Police, Detective Bureau and to the press, if so directed, by the Chief of Police, or officer in charge at Central Department. If such information is received at Central Department after office hours, and it is deemed of suf-

ficient importance to require the immediate attention of the Chief of Police or Commanding Officer of the Detective Bureau, the operator will transmit such information to their respective residences.

Copies of general alarm, messages relating to missing persons, lost children, property lost, stolen and recovered, will be furnished to the Bureau of Information.

When a station wishes to send a message on "General Alarm," the officer transmitting same to Central Department will so state.

All general alarms will be sent over the signatures of the Chief of Police or officer in charge at the Central Department.

RULE 254.

Whenever an alarm of fire is received at Central Department, the operator will at once notify the Precinct in which the fire may be, and will ascertain the location of same as soon as possible. In the event of the second alarm being sent out, the location of the fire will be at once transmitted to all stations on general alarm.

All telegraphic messages received at station-houses, calling attention to persons or property to be inquired for, shall be transmitted to the officers on patrol as soon as practicable, and read to the outgoing Platoons, at the roll-call following their reception and oftener, if in the discretion of the commanding officer it be necessary, or if so directed from Central Department.

The officers in charge of the telegraph and telephone instruments, at the Station-houses, and operators at Central Department, are forbidden to allow any unauthorized person access to the same, for the purpose of transmitting messages; to interrupt or intercept messages passing over the lines or allow others to do so; or to permit the lines to be used for unnecessary conversation.

They are required to be as concise and as respectful as possible in answering all messages and inquiries.

All news items received from Station-houses at Central Department, intended for newspapers, will be given to the reporters without delay.

Operators are required to be extra cautious in making telephone connections, and in transmitting and re-transmitting messages to Police Stations; to observe that if a message appertains in the slightest degree to the issuing of an order or the commanding of an order, under no circumstances must

such message be forwarded to destination without first submitting same to the Chief of Police, or officer in charge at Central Department.

RULE 255.

The Superintendent of Telegraph shall enter or cause to be entered in a journal kept in his office, the time of day when he leaves, when he returns to the office, and set forth briefly the Police or telegraph business performed by him during his absence.

The Superintendent of Telegraph shall make to the Chief of Police a monthly report setting forth the lost time of telegraph operators, linemen and battery men during the month then next preceding, by reason of sickness, absence with leave or absence without leave, such report to be forwarded by the Chief of Police to the Treasurer.

RULE 256.

The tours of duty of Telegraph employes will be as follows: Operators from 8 A. M. to 6 P. M.; from 6 P. M. to 12 P. M., and from 12 P. M. to 8 A. M.

Linemen and battery men, 8 A. M. to 6 P. M., and whenever called upon in other hours by Superintendent of Telegraph.

Operators will promptly relieve each other at the end of designated tours.

An operator shall not leave his post at any time during his tour of duty, unless relieved by an attache of the telegraph office, duly authorized to relieve him. Any changes in tours of duty must have the approval of Superintendent of Telegraph.

In cases of sickness or unavoidable detention from office duty, the operator shall give notice to the Superintendent of Telegraph of such absence and cause thereof as soon as possible before the beginning of his tour of duty. Notice of the sickness of an operator will be immediately sent to the Police Surgeon of the District, who will visit such operator and report thereon to the Superintendent of Telegraph.

Temporary leaves of absence from duty for telegraph employes will be granted only on application to the Chief of Police. Such application must have the approval of the Superintendent of Telegraph.

SIGNAL BOX SYSTEM.

RULE 257.

Commanding officers will be particular to see that the following rules are observed in the operation of signal boxes, and report to the Board of Police any "neglect of duty or violation of any of said rules."

The Sergeants shall carefully instruct the members of their respective sections in the operation of the signal system. Any member of the Force who is unable to comprehend such instruction, or the operations of the boxes, will be reported as incompetent.

Each officer will be furnished with a key to the Police signal boxes, and will be held responsible therefor. Keys will be inspected at each roll-call the same as fire keys. Should an officer be unable to produce his key when requested, or fail to promptly notify his station of its loss, complaint will be made against him.

Patrolmen will be held responsible for any injury to signal boxes, instruments, poles, wires, etc., during their tours of duty, or failing to properly notify the station of any damage to same.

Patrolmen when visiting that portion of their posts where signal boxes are located will report to the station by signals designated for them, and will be careful before leaving to ascertain whether the Sergeant at the Station-house has any message to communicate.

When a signal box instrument or line is reported out of order, the officer on desk duty will at once investigate and report the result of such investigation to the Telegraph Office, Central Department.

In order to prevent any tampering with the instruments, the Sergeant and Roundsman on patrol will have supervision thereof, and will during their tours of duty visit, inspect and test as many of them as possible, and notify the Station-house by signal at the time of such inspection.

Sergeants on desk duty at the Station-house shall promptly answer and repeat all signals in a slow and distinct manner.

They will also examine the register paper on receipt of each report and make an entry of the same on the Blotter kept for that purpose, showing the number of box, the time, and by whom visited, and will be held responsible for any errors in same.

HARBOR POLICE.

RULE 258.

A competent person will be assigned by the Board of Police to take command of the navigation of the Police Steamboat, who shall be designated as "Master."

The Steamboat and Boat's Crew shall be under the command of the Master, who shall be responsible for the navigation, management, safe-keeping, condition, and the perfect and complete cleaning of the steamboat, engine, boiler, fire-pump and hose, Crew's quarters, tackle, apparel and furniture; and also for the action and conduct of the Crew.

RULE 259.

The Boat's Crew, in addition to the Master, is made up as follows, to wit:

- 1 Pilot.
- 1 Engineer.
- 1 Assistant Engineer.
- 3 Firemen.
- 3 Deck-hands.
- 1 Cook.
- 1 Steward.
- 1 Cabin boy.

The Captain of Police, in charge, is authorized to employ the Pilot, Engineers, Deck-hands, Firemen and others, subject to the approval of the Board of Police.

RULE 260.

The Master is to be considered on duty at all times. Any necessary absence to be reported to the Captain, or during his absence to the Sergeant in charge.

The Pilot and Engineers are considered to be on duty when required by the Master. Absence to be by his consent and approval. The Master and Pilot shall not be absent from the Boat at the same time, except with the knowledge and by the approval of the Captain, or, in his absence, of the Sergeant in charge.

RULE 261.

The Captain, Sergeants, Roundsmen, Patrolmen and Doormen on duty in the Thirty-sixth Precinct, shall be designated as "The Police Force," as distinguished from the Boat's Crew. The Captain of Police, and Sergeant in command, in the absence of the Captain, are authorized to order and direct the Master, or, in his absence, the Pilot, as to the time of, the

route of, and the designation of all movements of the Steamboat, and the management and movement of all row-boats; and in case of fire (so far as operating with the fire-pump, hose and pipe is concerned), shall have command of the Boat's Crew and Police Force.

He shall at all times cause the several members of the Police Force to perform their respective duties, and see that the sleeping-rooms and berths of the Police Force, and the kitchen and mess-rooms, are kept scrupulously clean and in order.

RULE 262.

There shall be two messes; one composed of the Captain, Sergeants, Master, Pilot and Engineers, to be called the "Officers' Mess"; the other, composed of all other members of the Boat's Crew and Police Force, to be called the "Force Mess." Each mess to be managed by the Captain, and to be served by the Cook and Steward.

The fuel, oil, waste and supplies for cleaning, for the use of the Boat and Crew, shall be ordered by the Police Captain, on the requisition of the Master.

RULE 263.

The row-boats attached to the Steamboat assigned to the Police Force shall be painted black on the outside; the word "Police" shall be painted in large white letters on either bow, on the outside, and numbered from one upward; but there shall not be any name, or other distinctive mark, on the said boats.

RULE 264.

When a boat shall bring prisoners ashore, it shall be the duty of one or more of the Crew to transfer them, when necessary, to the Patrolman on land, who shall convey the prisoners to the nearest Station-house.

RULE 265.

None of the row-boats, under any pretense whatever, shall be used or employed for any purpose except in the business of the Police Department, neither by the Crew, members of the Police Force, or any other person or persons.

LAUNCHES.

RULE 266.

The officer in charge of a Launch will have charge of the Crew, and will be responsible for its action and the cleanly

condition of the boat. He will designate all routes and changes in the same.

The Pilot is charged with the duty of navigating the Launch, and while absent from the dock must not be interfered with in the performance of his duty. He will see that all lights are in place and burning during the night, and that the steering apparatus is in proper condition. He shall be accountable for all accidents occurring while under way.

The Engineer will see that the engine of the Launch is kept clean and in good order, and that the cock-pit is kept clean and free from water.

If any defect in machinery or steering-gear is discovered at any time while under way, the Launch shall be returned to the station at once. If entirely disabled the officer in charge shall notify the station by telephone, stating location of Launch and nature of disability. Positively no attempt must be made by the Engineer to repair any defect to the machinery until the Launch is returned to the Station, where repairs will be made.

All accidents or injuries, whether to or by any Launch, shall be reported in writing, in full detail, and without delay by the officer in charge.

The officers of Launches will be held responsible for all accidents, whether through mismanagement, by negligence or otherwise, and for this reason they are required to be specially vigilant and painstaking in the navigation of their boats.

No Launch shall be permitted to leave the Station without complete inspection as to supplies and condition of the boat; nor shall a start be made until there is sufficient pressure of power to secure safe management.

MOUNTED MEN, HOSTLERS, ETC.

RULE 267.

Patrolmen doing duty mounted on horses will be required to perform patrol duty on foot when their horses shall be disabled or unfit for duty. Each Patrolman must take the entire care of, and will be held responsible for the condition and safe-keeping of the horse and equipments assigned to his use. Mounted Patrolmen will not be required to do regular patrol duty on their posts between the hours of 6 and 8 o'clock A. M., except when directed by the Chief of Police.

In rural districts, on long posts, distant from the Station-house, the relieving points should be arranged to save unnecessary travel in reaching the posts of duty.

Mounted men, in going to and from their posts, will proceed at a moderate trotting pace, not to exceed the rate of 6 miles an hour. In patrolling their posts they are to proceed at a fast walking pace. They are required to teach their horses to walk at a rapid pace, and under no circumstances are they allowed to ride at a canter or running pace, except in cases where the rapid movement is required in the performance of Police duty.

When any horse shall become so sick or lame as to be unfit for service, the Captain shall report the facts forthwith, in writing, through the Inspector and Chief of Police, to the Board of Police, describing the condition of the horse.

RULE 268.

1st. Mounted Patrolmen, at the expiration of each tour of duty, will clean the soles of their horses' hoofs with a hoof pick, and during the summer months wash down their horses' backs, drying them as well as possible with a sponge.

2d. They will, during their day tours of reserve duty, groom their horses, wash the soles as well as the outside of their horses' hoofs, and thoroughly dry their horses' legs, especially the hollow of the pastern.

3d. They will, on their days off, stuff their horses' hoofs, being careful to see that the soles are thoroughly clean before stuffing.

4th. They must immediately report to the commanding officer at the Station-house, loose or cast shoes, any soreness, lameness or injury.

5th. They must not use any water on the legs of their horses from December 1st to May 1st.

6th. They will, when their horses are sick or rendered unfit for work, place them in charge of the hostlers, who will become responsible for the horses until returned to work; and the Patrolman will take entire charge of the horse temporarily assigned to him.

7th. Hostlers will at all times work in harmony with each other, and will be held responsible for the appearance and cleanliness of the stable, wagons, harness, equipments and horses placed in their charge.

8th. They will wash the wagons, clean the harness, etc., immediately after they have been used, and put nothing away in a soiled condition.

9th. The hostler on night duty will keep a strict watch of the stable; he will clean such articles as could not be cleaned by the hostler on duty during the daytime, and in case of

sickness or injury to any of the horses, he will immediately report such facts to the officer in command at the Station-house.

10th. Inspecting officers will see that the foregoing rules are strictly complied with, and will prefer charges against any member of the Police Force, or employee, who neglects the same.

11th. Commanding Officers of Precincts and Squads to which horses are attached shall keep a book of accounts for supplies furnished for stables and horses, and a book of disabled horses in form supplied by the Stationery Clerk.

SCHOOL OF INSTRUCTION.

RULE 269.

A School is established, at the Central Department, known as the "School of Instruction"; which shall be in charge of such officer and assistants as the Chief of Police may from time to time select.

RULE 270.

It shall be the duty of the officer in charge of the School of Instruction to instruct the members of the School in all the duties, discipline and exercise of Patrolman, including the special laws governing the Police, the Laws of the State of New York, the Laws and ordinances of the City of New York, and the rules, regulations and orders of the Board of Police, and their powers and privileges under the same.

He shall give them general and verbal instructions and explanations in regard to their powers and duties; and, at the expiration of one month of instruction to a member of the School, he shall report to the Board, through the Chief of Police, the name of such member, the proficiency he has made, and his character, adaptation, fitness and capacity to discharge Police duties.

RULE 271.

All Patrolmen when employed on probation shall, for the term of one month immediately thereafter, be formed into a class for instruction, according to the provisions of the previous rule. They shall there, and in that manner, and to the extent above stated, be diligently instructed for two hours each day. They shall also, for the same length of time each day, be instructed in the drill and other exercises.

They shall be placed on post, for the first tour of duty each night, with a Patrolman, to learn the practical mode of discharging patrol duties.

After a Patrolman has been a member of the School of Instruction for one month, he will be assigned to full duty in a Precinct, unless otherwise ordered by the Board of Police.

SPECIAL PATROLMEN.

RULE 272.

Every Special Patrolman appointed by the Board of Police, under and by virtue of the authority conferred by law, shall possess all the powers and privileges of Patrolmen in the Police Force, so far as the laws relative to arrests are concerned.

The form of shield (as per sample in the Chief Clerk's office) shall be designated as the shield for Special Patrolman, and such officers, when appointed and sworn, shall, on signing an agreement in writing, releasing and waiving all claims whatever against the Board of Police, and the Mayor, Aldermen and Commonalty of the City of New York for pay, salary or compensation for their services and for all expenses connected therewith, be furnished by the Chief Clerk with such shields numbered and duly recorded in a book to be kept for that purpose.

Such Special Patrolmen, when sworn, shall be referred to the Chief of Police for orders, and for such special instructions as may be required.

RULE 273.

Persons arrested by Special Patrolmen shall be taken to the Station-house of the Precinct in which the officer making the arrest is located, and entry made in the "Blotter" in the same manner as in all cases of arrest. Special mention shall be made of the place where the officer making the arrest is performing duty. If the Courts are closed at the time the prisoner is brought to the Station-house, he shall be detained for safe-keeping until the opening of the Courts, when the officer shall forthwith take the prisoner before the Magistrate, and report be made at the Station-house of the disposition of the case.

The arrest shall not be entered on the morning returns with the prisoners arrested by the regular Force, but a separate return of such arrest shall be made on a morning return blank,

to be marked "Special," and sent to the Central Office with the other returns.

RULE 274.

Special Patrolmen shall report at the office of the Chief of Police, between the first and fifth days of each month, where a book will be kept in which they shall enter their name, number of shield and place where employed. Said Special Patrolman shall, at the same time, present a certificate from the person or corporation by whom he is employed, to the effect that such employment is continued.

Every person or corporation having in their service a Special Patrolman, appointed by the Board of Police, shall file with the Chief of Police, not later than the second day of each month, a certificate showing that the Special Patrolman in his or its service has been paid his salary or compensation in advance for the current month, and said certificate shall be countersigned by the Special Patrolman referred to, to the effect that he has been paid, as indicated in the body of the certificate.

In all cases where a Special Patrolman has been discharged or removed, the Chief of Police shall require the return of his shield, and make report thereof to the Board of Police.

LOST AND ARRESTED CHILDREN.

RULE 275.

A temporary retreat for lost children is provided at the Central Department; and at 8 o'clock P. M., and each succeeding hour of each day until 6 A. M., the officer in command of the Police will send all lost children, who may then be at their respective Station-houses, to the Central Department and place them in charge of the Matron.

It will be the duty of the officer in command to immediately telegraph to the Central Office the name, if possible, and description of all lost children brought to the Station-house.

RULE 276.

Lost children shall be taken to the Station-house of the respective Precincts in which they are found, except as hereinafter provided. A record shall be kept at each Station-house of all lost children received thereat, showing the number reclaimed at the Station-house; the number sent to the Central Department; the age, sex and color of each child; the nation-

ality of the parents of each child reclaimed at the Station-house by such parents; and on the first day of each month, the officer in command of the Precinct shall make a report to the Chief Clerk, setting forth all the above particulars, in relation to children received during the previous month.

The number and sex of lost children and the disposition made of them at each Station-house shall be entered on the daily morning returns made to the Central Department.

RULE 277.

With each child sent from the Station-house to the Central Department shall be transmitted a return in writing, in a form to be supplied by the Chief Clerk.

RULE 278.

All lost children received at the Central Department during the day or night, not claimed by some person entitled to their custody, shall be placed in charge of the Commissioners of Charities.

Whenever any member of the Police Force shall discover a foundling, or have his attention called to the discovery of a foundling anywhere in this city, he shall have such foundling conveyed at once to the nearest Police station, where the officer in charge will enter upon the Blotter, and also upon a blank provided for the purpose (No. 30), a description of the child and of its clothing, and such other available particulars as may be necessary or pertinent to the case, and have the child taken by the shortest possible route to Bellevue Hospital, and there delivered to some person assigned by the Commissioners of Charities to receive such children.

When the discovery of a foundling is brought to the notice of a member of the Police Force by any person other than a Policeman, the officer will require such person to accompany him to the nearest Police station with the foundling, in order that he or she may make affidavit as to the finding of the child (as per Blank No. 44), and for the purpose of having such affidavit made and sworn to. Inspectors, Captains and Sergeants of Police have the power to administer affirmations or oaths, as provided for in these Rules.

In every case where a foundling is brought to a Police station, Blanks Nos. 30, 44 and 149 will be properly filled out by the officer in charge, and disposed of by him as follows, viz.:

Blank No. 30 will be delivered to the person at Bellevue Hospital who receives the child.

Blank No. 44 will be forwarded to the Department of Charities through the Central Office.

Blank No. 149 will be forwarded to the Central Office.

RULE 279.

Children rescued from inhuman parents or guardians by the "New York Society for the Prevention of Cruelty to Children," may be kept, pending the disposition of their cases by the Courts, in the care of the Matron at Police Headquarters, under such rules as the Board of Police may from time to time adopt, provided the cost of maintaining such children shall be paid by said Society; and that in no case shall any such child be allowed to remain for a greater period than fourteen days.

RULE 280.

When the arrest of any person under the age of 16 years shall be made, or of any person when the complainant is under 16 years, a notice of such arrest, setting forth the name of the person so arrested, and the offense charged, must be immediately transmitted to the Society for the Prevention of Cruelty to Children.

Every girl under the age of 18 years, who is complainant in a case of rape, must be taken to the above Society for such examination as may be necessary.

MASKED BALLS.

RULE 281.

All permits to hold masked balls shall be subject to the following regulations: That the applicant or applicants have permission to give a masked ball, entertainment, or party, under the supervision of the Chief of Police, and with the understanding that the officer in command of the Precinct, or the officer who may be in command of the Police at such ball, entertainment, or party, shall have the power to cause any person before entering or within the building, during the continuance of the ball, entertainment, or party, to unmask, if, in his opinion, there is cause therefor; and it shall be his duty to stop the same, and cause the various rooms occupied for that purpose to be vacated, whenever any indecent, immoral, or illegal act shall be committed, or any disorder take place which shall furnish cause for such action on his part.

Permits to hold masked balls in the City of New York will be granted under grades, and on payment for such permits, as

follows: 1st Grade, \$100; 2d Grade, \$50; 3d Grade, \$25; 4th Grade, \$10; and the Chief of Police will indorse on each application the grade in which in his judgment the application shall be placed.

The Chief of Police shall collect fees for masked ball permits when they are granted, and make weekly returns of the same to the Board of Police.

PARADES.

RULE 282.

No procession or parade shall use any street, upon the surface of which is a railway track or tracks, by marching upon the said track or tracks; and a free passage of cars upon railway tracks shall not be interfered with by the formation, halt, or march of any such procession or parade, or of the persons composing it.

Whenever any procession shall find it necessary to march across a railway track, the portion of said procession which, in so marching, is likely to stop the passage of any car or cars upon said track, shall come to a halt in order to permit said car to proceed.

All processions or parades occupying or marching upon any street of any city, to the exclusion or interruption of other citizens in their individual right and use thereof (excepting the National Guard and the Police and Fire Departments, and associations of veteran soldiers), are forbidden unless written notice of the object, time and route of such procession or parade be given by the chief officer thereof, not less than six hours previous to its forming, or marching, to the Police authorities of said city; and it may be lawful for said Police authorities to designate to such procession or parade how much of the street in width it can occupy, with special reference to crowded thoroughfares, through which said procession may move; and, when so designated, the chief officer of said procession or parade shall be responsible that the designation is obeyed; and it shall be the duty of the Police authorities to furnish such escort as may be necessary to protect persons and property and maintain the public peace and order.

All processions and parades on Sunday, in any city, excepting only funeral processions for the actual burial of the dead, and processions to and from a place of worship in connection with a religious service there celebrated, are forbidden; and in such excepted cases there shall be no music, fireworks, discharge of

cannon or firearms, or other disturbing noise. At a military funeral, and at a burial of a National Guardsman, or of a deceased member of an association of veteran soldiers, or of a disbanded Militia Regiment, or of a secret fraternal society, music may be played while escorting the body, but not within one block of a place of worship, where service is then being celebrated. A person wilfully violating any provisions of this section is punishable by a fine not exceeding twenty dollars, or imprisonment not exceeding ten days, or by both.

Every person wilfully violating any provision of the three preceding sections shall be guilty of a misdemeanor, punishable with a fine not exceeding twenty dollars, or imprisonment not exceeding ten days, or both, at the discretion of the court.

Processions and parades of the National Guard, the Police and the Fire Department, are at all times lawful, except on the Sabbath.

"All (other) processions and parades occupying or marching upon any street * * * to the exclusion or interruption of other citizens in their individual right of use * * * are forbidden," except on compliance with the conditions imposed by the statute, in respect to notice to the Police "of the object, time and route of such procession or parade."

All processions and parades on Sunday are absolutely forbidden—except only funeral processions engaged in the actual burial of the dead, and processions to and from any place of worship, in connection with religious services there celebrated—and such processions must conform to the conditions of the statute in respect to notice to the Police authorities of the object, time and route of the procession or parade.

Whoever wilfully violates any of the provisions of this law is guilty of a misdemeanor, and may be arrested therefor, and punished.

When parties comply with the law, by giving preliminary notice in writing, "of the object, time, and route of such (contemplated) procession or parade" to the Police authorities, as required by the statute, the procession or parade may lawfully form and move on and over such streets and parts of streets as shall be designated by the Chief of Police. In such case a Police escort will be ordered, and the officers and Force will be informed, by special orders, of the object, time and route of the procession, when it will be their duty to enforce the provisions of the law, protect persons and property, and maintain the public peace.

Any procession or parade, which shall attempt to form or

move, without such preliminary notice, or without compliance with the law, will be unlawful and should be prevented.

The notice required by the statute should be in writing, directed to the Chief of Police, setting forth the object, time and proposed route of the contemplated procession or parade.

Captains are required to be diligent in instructing the officers and men of their commands in relation to their powers and duties under this law.

MATRONS.

RULE 283.

1. There shall be two Police Matrons appointed for each Station-house designated to receive women prisoners.

2. The tours of duty for Police Matrons shall be as follows: For the Matrons on day duty, from 8 A. M. to 6 P. M.; for the Matrons on night duty, from 6 P. M. to 8 A. M. The Matrons shall change each week from night to day duty by remaining on duty from 8 A. M. Sunday until 8 A. M. Monday.

3. While on duty the Police Matrons shall be constantly at the Station-house and ready at all times to perform any and all service within their province as Police Matrons; except the Matron on day duty shall be allowed one hour each day to go out for her luncheon. Matrons shall at all times when on duty be subject to the orders of the officer in command of the Station-house.

4. A suitable room shall be provided for the special use and accommodation of the Police Matrons in each Station-house designated to receive and detain women prisoners. Members of the Police Force are prohibited from trespassing upon the privacy of the Police Matrons during their tours of duty. No visitors shall be received in the Matron's rooms except by permission of the officer in command. The Matrons shall be responsible for the cleanliness and good order of their own rooms. They shall be supplied with apparatus for heating water.

5. The Officers in command of Station-houses designated as above shall cause women held under arrest to be kept separate and apart from the cells, corridors and apartments of males under arrest, and shall prevent any communication between men and women therein confined, except with the consent of the Police Matron and the officer in command.

6. When a woman prisoner is brought to the Station-house the officer in command shall at once call the Police Matron on

duty to make the necessary searches and perform such other service in connection with the arrest as may be required. When a woman prisoner is held, she shall be conducted to a cell by or in the presence of the Police Matron and remain in her charge while so confined.

7. The locks upon the doors of the corridors and cells of the female prisoners shall differ in size and pattern from all other locks used at the station. The Matron shall have sole access to the keys, and when not in the Matron's possession shall be kept at the desk of the station.

8. The Police Matron shall not place two women prisoners in one cell, unless it is necessary for want of room.

9. The Police Matron on duty shall visit the cells occupied by women prisoners at least once in each 30 minutes, except during the lunch hour, and oftener if the condition of the prisoner or prisoners shall require it and her other duties permit; and she shall be responsible for the safe-keeping of all such women prisoners, subject to the direction of the officer in command.

10. The Police Matron on duty shall report daily to the officer in command as to the cleanliness and good order of the cells under her charge.

11. Any sick, injured or helpless woman prisoner who may be conveyed to the Station-house shall be taken to a room other than the public sitting-room and there be treated and cared for only by a Surgeon and the Police Matron on duty, except in cases where the interest of humanity or justice shall require the attendance of others.

12. When, in the opinion of the Police Matron on duty, any woman prisoner is ill, or insane, she shall at once notify the officer in command and he shall summon a physician.

13. The Police Matron on duty shall have charge of all women and girls received in the Station-house as prisoners, or otherwise, and also of lost children.

14. When the examination of the person or clothing of a woman prisoner, or other female in the temporary charge of the Police, shall be deemed necessary, such examination shall be made only by the Police Matron on duty, under direction of the officer in command, and with the least possible publicity.

15. Doormen are prohibited from visiting the cells in which women prisoners are confined except upon the call of a Police Matron, or by special direction of the officer in command, and no officer or other person shall visit the cells in which women prisoners are confined unless in the company of the Police Matron on duty.

16. Arrests of women shall be reported on the daily morning returns of the Precinct in which the arrest is made, and a record shall be made upon the blotter of the Precinct where such women prisoners are confined, showing the name of the prisoner, name and Precinct of the officer making the arrest, also the time when the prisoner entered and left the Station-house.

17. The Police Matrons shall keep a written record of all women and children under their charge.

18. The officers in command of Precincts where Police Matrons are employed shall enter (in red ink) upon the face of the morning returns the name and tour of duty performed by each Matron, and their absence from any cause whatever.

19. Police Matrons, when detained from duty by illness, shall notify the officer in command of their Precinct, and he shall immediately apply for a substitute.

20. Substitutes shall always be taken from Precincts where the average number of woman prisoners is small, and the women usually received at these Station-houses shall be sent to some other where Matrons are on duty.

21. No Police Matron shall remain on night duty more than two weeks consecutively.

22. While on duty the Police Matrons shall wear a neat dark blue or black dress, with skirts two inches from the ground.

ARRESTS.

RULE 284.

The functions of a Police Force are, mainly, the enforcement of law, preservation of the peace, protection of life and property, arrest of all violators of law, and the prevention and detection of crime. Other duties are incidental, and while it is necessary they should be performed with energy, promptness and fidelity, every member of the Police Force must constantly bear in mind that the welfare of the people of the city demands his earnest efforts to accomplish the above enumerated tasks. The following regulations relative to arrests must be strictly adhered to in every particular by each and every member of the Force:

They must make every exertion to arrest any person they may see, or is positively charged with, committing a felony.

They may demand the services of any one present to assist them in making an arrest for felony.

They must pursue a person charged with felony, and have the right to forcibly effect an entrance into any building for the purpose of securing the arrest.

They may arrest any person found in the street at night and whom they have good reason to believe has committed a felony, though having no positive proof.

They may forcibly enter a building to suppress an affray occurring within their hearing.

In making an arrest a Policeman is not justified in doing more than the arrest and safe-keeping of his prisoner requires. He must have good reason for every act in connection with the arrest.

They must arrest all persons found begging in the streets, and all children, under sixteen years, found dancing or playing on musical instruments for gain.

RULE 285.

The several members of the Police Force shall have power and authority to immediately arrest without warrant, and to take into custody, any person who shall commit, or threaten, or attempt to commit, in the presence of such member, or within his view, any breach of the peace, or offense directly prohibited by act of the Legislature, or by any ordinance of the City; but such member of the Police Force shall, under the penalty of fine or dismissal from the Force, in the discretion of the Board, immediately upon such arrest, convey in person such offender before a Magistrate of the City, that he may be dealt with according to law. If the arrest is made during the hours the Magistrate is not holding Court, such offender shall be detained in the Station-house until the next public sitting of the Magistrate, and no longer.

Under section 554, chapter 360 of the Laws of 1882, as amended by chapter 516 of the Laws of 1895, any Captain, Sergeant or Acting Sergeant of Police is authorized to and must take bail for appearance before a competent and accessible Magistrate the next morning, from any person arrested for a misdemeanor between 11 o'clock in the morning and 8 o'clock the next morning, just as soon as the person offers himself as bail for the person or persons arrested. When such Captain or Sergeant of Police or Acting Sergeant of Police takes bail, he must take it by an undertaking in the form of this section mentioned, executed in his presence by the defendant and at least one surety, who must justify under oath, and for that purpose the officer may administer the oath. The amount of bail taken by

a Captain or Sergeant of Police or Acting Sergeant of Police under this section must be as follows:

If the offense be the violation of a corporation ordinance, the amount of bail must be one hundred dollars, except that, if a conviction upon the charge would render the defendant liable only for a fine, the amount of the bail must be double the amount of the largest fine that could be imposed; if the conviction would render him liable to imprisonment for thirty days or less, the amount of bail must be two hundred dollars. In all other cases the amount of bail must be five hundred dollars. The form of the undertaking must be as provided in said chapter 516 of the Laws of 1895.

The recognizance must be transmitted with the return to the Court (or Magistrate) the next morning; the facts of the arrest must be entered on the returns, as in all other cases of arrest.

That all officers already and hereafter temporarily detailed or assigned by the Chief of Police as Acting Sergeants of Police, shall each, during his performance of duty as such Acting Sergeant, be and he hereby is empowered during the continuance of such assignment or detail to take bail under the provisions of chapter 516 of the Laws of 1895, the same as though such designation had been originally made by the Board of Police.

RULE 286.

The following sections of the Code of Criminal Procedure shall govern the Police Force in the execution of warrants:

SEC. 155. If the warrant be issued by a Judge of the Supreme Court, in the City and County of New York, or by a County Judge, or by a Judge of a City Court, it may be directed generally to any Sheriff, Constable, Marshal or Policeman in the State, and may be executed by any of those officers to whom it may be delivered.

SEC. 156. If it be issued by any other magistrate it may be directed generally to any Sheriff, Constable, Marshal, or Policeman in the county in which it is issued, and may be executed in that county; or if the defendant be in another county, it may be executed therein, upon the written direction of a Magistrate of such other county indorsed upon the warrant, signed by him, with his name of office, and dated at the city, town or village where it is made, to the following effect: "This warrant may be issued in the County of Monroe" (or as the case may be).

SEC. 158. If the crime charged in the warrant be a felony, the officer making the arrest must take the defendant before

the Magistrate who issued the warrant, or some other Magistrate in the same county, as provided in section 164.

SEC. 159. If the crime charged in the warrant be a misdemeanor, and the defendant be arrested in another county, the officer must, upon being required by the defendant, take him before a Magistrate in that county, who must admit the defendant to bail, for his appearance before the Magistrate named in the warrant, and take bail from him accordingly.

RULE 287.

It is the duty of members of the Force to arrest all persons found committing any of the following offenses:

Selling or offering to sell, giving away, or offering to give away, or having in his or her possession, with or without intent to sell or give away, any obscene and indecent book, pamphlet, paper, drawing, lithograph, stereoscopic picture, model, cast, instrument, or article of indecent or immoral use, or medicine for procuring abortion.

RULE 288.

It is not lawful to exhibit to the public, in any building, garden, grounds, concert-room, or other place or room within the City of New York, any interlude, tragedy, comedy, opera, ballet, play, farce, minstrelsy, or dancing, or any other entertainment of the stage or any part or parts therein; or any equestrian, circus, or other dramatic performance; or any performance of jugglers, rope-dancing, or acrobats, until a LICENSE for the place of such exhibition, for such purposes, shall have been first had and obtained, as provided in said act."

It is the duty of Policemen to enter, at any time, such places of amusement, and to arrest any person or persons so offending, and to convey them forthwith before a City Magistrate.

The proprietor, occupant or lessee of any place where acrobatic exhibitions are held, who permits any person to perform on any trapeze, rope, pole, or other acrobatic contrivance without net-work or other sufficient means of protection from falling or other accident, is guilty of a misdemeanor, punishable for the first offense by a fine of two hundred and fifty dollars and imprisonment not less than three months nor more than one year.

Policemen learning or knowing of any commission of these offenses shall immediately arrest, or cause to be arrested, the persons so offending.

RULE 289.

Members of the Police Force possess, in the City of New York, and in every part of this State, all the common law and statutory powers of Constables, except for the service of civil process; and any warrant for search or arrest, issued by any Magistrate of this State, may be executed in any part thereof, by any member of the Police Force.

Members of the Force must not render any assistance in civil cases, except to prevent a breach of the peace, or to quell a disturbance actually commenced.

RULE 290.

Members of the Force will particularly notice the following sections of chapter 410, Laws of 1882:

SEC. 282. It is hereby made the duty of the Police Force at all times of day and night, and the members of such Force are hereby thereunto empowered, to especially preserve the public peace, prevent crime, detect and arrest offenders, suppress riots, mobs and insurrections, disperse unlawful or dangerous assemblages, and assemblages which obstruct the free passage of public streets, sidewalks, parks and places; protect the rights of persons and property, guard the public health, preserve order at elections and all public meetings and assemblages, prevent and regulate the movement of teams and vehicles in streets, and remove all nuisances in the public streets, parks and highways; arrest all street mendicants and beggars; provide proper police attendance at fires; assist, advise and protect emigrants, strangers and travelers in public streets, at steamboat and ship landings, and at railroad stations; carefully observe and inspect all places of public amusement, all places of business having excise or other licenses to carry on any business; all houses of ill-fame or prostitution, and houses where common prostitutes resort or reside; all lottery offices, policy shops, and places where lottery tickets or lottery policies are sold or offered for sale; all gambling houses, cock pits, rat pits, and public common dance-houses, and to repress and restrain all unlawful or disorderly conduct or practices therein, enforce and prevent the violation of all laws and ordinances in force in said city; and for these purposes, with or without warrant, to arrest all persons guilty of violating any law or ordinance for the suppression or punishment of crimes or offenses.

RULE 291.

At all times and in all places where intoxicating liquors are unlawfully kept for sale to be drank on the premises, if persons

call for intoxicating liquors and are served with drinks in response to such calls, and drink the liquids furnished and pay for them, the circumstances are sufficient to warrant a presumption that the law has been violated, and to justify the arrest of the person selling the drinks.

RULE 292.

All persons arrested for offenses of any kind during the time the City Magistrates' Courts are in session, shall, except as otherwise provided by the rules and regulations of the service, be taken to a Court immediately after the arrest is properly registered at the Station-house.

If the Court be not in session, the person so arrested shall be detained at the Station-house till the opening of the Court then next ensuing. When taken to Court, the officers making the arrest must, unless otherwise directed by proper authority, remain in Court until the prisoner's case is disposed of by the Magistrate. It is the duty of officers in command to take necessary measures to insure the attendance of complainants and witnesses in all cases.

It shall be the duty of the Commanding Officers of Precincts and Squads to permit all persons arrested to communicate by letter or messenger with their friends, when the interest of justice will not thereby be defeated.

Each and every person arrested for any cause whatever shall be taken at once to the Station-house of the Precinct in which the arrest was made, except in cases where arrests are made by Detective Officers of the Detective Bureau and Precincts, or where they are made on or near the boundary lines of Precincts to which the officer making the arrest is attached, and the case entered with full particulars, including the name and address of complainant and witness, if there be any, upon the Blotter; and afterward the case shall be disposed of as provided in the rules and regulations of the service.

RULE 293.

When any member of the Police Force shall arrest any person for an offense, who, from being intoxicated, or from any other cause, is not in a condition to understand or answer questions, or comprehend the proceedings of the Court, such person shall be taken to the Station-house, and if clearly intoxicated, detained until sober, and shall then be taken to Court. If the case be not clearly a case of intoxication, but one which may require medical treatment, the Precinct Surgeon shall be promptly called, and the arrested party treated

at the Station-house, or sent to a hospital, as the Surgeon shall advise, and when restored to a fit condition shall be taken to the Court and charged with the offense for which said person was arrested; and while in hospital the arrested party shall be in the legal custody of the Police.

Wherever any member of the Force shall find an unconscious person, and who is sent to a hospital in such condition, the Commanding Officer of the Precinct or Squad will cause inquiry to be made thereafter, to ascertain whether such person has regained consciousness, and if so, obtain name, age and residence, and such other facts as may be necessary of said person, and forward same to the Chief of Police.

If the party was arrested for the offense of intoxication and the Surgeon shall decide it not a case of intoxication, but that medical treatment is required, the party shall not be held in custody as a prisoner, but be sent to a hospital, or home (if the person's home can be ascertained and is not too far distant), as the Surgeon shall advise.

Every case occurring under this rule, where a Surgeon is called, shall be promptly reported by him to the Board of Police, with all the facts relating thereto, and the disposition thereof which he advised.

RULE 294.

SECTION 1st. All persons arrested in the several Precincts, and by the Sections or Squads named in section first of this rule, or by the members of such commands, shall be conveyed to the First District Magistrate's Court for judicial disposal, viz.: First, Second, Fourth, Fifth, Sixth, Tenth, and Thirty-sixth Precincts, and the Squads of Third Precinct and of the Sanitary Company doing duty south of Canal street and west of the Bowery and Catharine street, and the Squad attached to the Court.

SEC. 2d. All persons arrested in the several Precincts, and by the Sections or Squads named in this section, or by the members of such commands, shall be conveyed to the Second District Magistrate's Court for judicial disposal, viz.:

Eighth, Ninth, Fifteenth, Sixteenth, Nineteenth and Twentieth Precincts, and the Squads of the Third Precinct, and the Sanitary Company doing duty between Canal street and Forty-second street, and west of Fourth avenue and Bowery, and the Squad attached to the Court.

SEC. 3d. All persons arrested in the several Precincts, and by the Squads named in this section, or by the members of such

commands, shall be conveyed to the Third District Magistrate's Court for judicial disposal, viz.:

Seventh, Eleventh, Twelfth, Thirteenth and Fourteenth Precincts, and the Squads of the Third Precinct, and of the Sanitary Company doing duty south of Fourteenth street and east of the Bowery and Catharine street and north of Canal street, and the Squad attached to the Court.

SEC. 4th. All persons arrested in the several Precincts and by the Squads named in this section, or by the members of such commands, shall be conveyed to the Fourth District Magistrate's Court for judicial disposal, viz.:

Eighteenth, Twenty-first, Twenty-second, Twenty-third, Twenty-third Sub, Twenty-fourth and Twenty-fifth Precincts, and the Squads of the Third Precinct, and of the Sanitary Company doing duty north of Fourteenth street and east of Fourth avenue, and north of Forty-second street and south of Eighty-sixth street, from river to river, and the Squad attached to the Court.

SEC. 5th. All persons arrested in the several Precincts, and by the Squads named in this section, or by the members of such commands, shall be conveyed to the Fifth District Magistrate's Court for judicial disposal, viz.:

Twenty-sixth, Twenty-seventh, Twenty-eighth, Twenty-ninth, Thirtieth and Thirty-second Precincts; and the Squads of the Third Precinct, and the Sanitary Company doing duty north of Eighty-sixth street, and the Squad attached to the Court.

SEC. 6th. All persons arrested in the Precincts named in this section shall be conveyed to the Sixth District Magistrate's Court for judicial disposal, viz.:

Thirty-first, Thirty-third, Thirty-fourth, Thirty-fifth, Thirty-seventh and Thirty-eighth Precincts, and the Squads doing duty in said Precincts.

All persons arrested by members of the Detective Bureau shall be taken before a Magistrate, as the law directs.

RULE 295.

Each member of the Force shall at all times have with him a small blank memorandum book, supplied at his own expense, in which he shall enter the names of persons taken in charge by him, and such particulars in each case as may be important on the trial of the cause.

RULE 296.

Members of the Force (except those attached to the office of the Chief of Police and Courts of Justice) will not be allowed to

apply for or execute a warrant of arrest, or search, without the consent of their respective commanding officers.

RULE 297.

Where arrests are made of drivers of wagons containing the U. S. Mails, or of other persons in charge of the U. S. Mails, it shall be the duty of any member of the Police Force making such arrest to accompany such driver or other person to the Post Office, or to the destination of the mail wagon, within the city limits, and thence to the Station-house, in order that the mail matter may not be detained.

Where arrests are made for misdemeanor or violation of Corporation ordinance of any omnibus driver, car driver, car conductor, or motorman, while he is in charge of such omnibus, car or the horses attached thereto, he shall accompany his prisoner by the usual route of the omnibus or car to such stable or depot previous to taking him before a Magistrate.

When the arrest is for a felony this rule is not to apply.

RULE 298.

If, at the time of the arrest, a pistol of any description shall be found concealed on the person of, or not carried openly by any one arrested, the officer making the arrest shall state such facts to the City Magistrate before whom the prisoner is taken, and shall make a separate complaint against such prisoner for violation of the laws relating to the subject.

REPORTS TO BE MADE.

RULE 301.

Captains will require the Patrolmen of their respective commands to report to them daily all violations of corporation ordinances, together with all complaints (by members of the Force or others) of such violations, and the nature of the complaint. The name and residence of the complainant in each case shall be entered in a book kept for that purpose, and reported daily to the Chief Clerk.

RULE 302.

Captains shall report, quarterly, to the Chief of Police the location of all houses of prostitution, assignation, bed-houses and suspicious places in their respective Precincts, and the names of the keepers and owners thereof, also all places used for gambling, lottery or policy purposes.

RULE 303.

Captains of Precincts and officers commanding Squads shall keep a special record of all arrests made by the Force under their command, for all felonies, and a special record for all robberies.

They shall keep themselves informed of the proceedings in each case, and record the result of the proceedings and the disposition of the prisoners; and, if convicted, the term of the sentence and the place of imprisonment, and make, at the close of each quarter, a report in detail of all the arrests made during the preceding quarter, for the offenses above named, upon blanks furnished for the purpose, and transmit it to the Chief Clerk.

RULE 304.

The Captains shall promptly report to the District Inspector every case of dereliction of duty, and at the same time notify the Chief Clerk, in writing, of such report, the name of the person reported, and the nature of the charge against him. They shall also report to the District Inspector, who shall transmit the same to the Chief of Police, an account of any special services—deemed meritorious—of Policemen under their command.

RULE 305.

It shall be the duty of every member of the Police Force to report, in writing, attested by his signature, to the Chief of Police, whenever there are good grounds (stating the same) for believing any house, room or premises, within the City of New York, is to be kept or used for the purpose of gaming; or to be kept or used for lewd or obscene purposes or amusements; or for the deposit or sale of lottery tickets or policies.

Patrolmen shall report to their commanding officer all persons known or suspected of being policy-dealers, gamblers, receivers of stolen property, thieves, burglars, or offenders of any kind; and all other information pertaining to their office.

RULE 306.

Members of the Force shall forthwith make, personally at the Station-house, report of all dead animals found in the streets or public places, giving location of same.

RULE 307.

Inspectors are instructed to cause special reports to be made to the Chief of Police of cases where licensed liquor places are kept open in violation of chapter 182, Laws of 1896, with the

location of the places, and the names and residences of the witnesses, to the end that complaint may be made to the proper authorities of such violations.

RULE 308.

Whenever any member of the Force has become in any manner cognizant of the fact that any person within the City of New York uses, deals in, has on sale, on storage, or in his possession for any purpose, any refined petroleum, kerosene, coal or similar oil, or any product of either, or any burning fluids or materials of the same, or any highly inflammable, explosive or dangerous property, in contravention of law, it shall be the duty of such member at once to report the same to the officer in command at the Station-house; and the officer in command shall immediately report the same to the Board of Fire Commissioners and to the Board of Police.

RULE 309.

Every officer on desk duty will immediately upon receipt of information of any unusual or important casualty, crime or other Police occurrence, transmit by telephone to the Central Office, and elsewhere, as the circumstances of the case may require, all information relative thereto received by him, and will continue such transmission, from time to time, as further particulars are received, until the case shall be complete.

FIRES.

RULE 310.

At any alarm of fire within their Precincts, when their services may be required, Captains shall forthwith proceed with the Sergeants whose Platoons or Sections are on reserve to the place of fire; and in case of fires out of their Precincts, they will be governed in their actions by the orders that may be given them, from time to time, by the Chief of Police or District Inspector.

RIOTS.

RULE 311.

In case of riot, or other sudden emergency, requiring the services of the Police, the Captain shall forthwith proceed to the scene of the riot, or other sudden emergency, with his whole Reserve Force, or such part thereof as he may deem necessary to suppress the riot, or to perform such Police duty as the nature of the emergency may demand.

HACKS AND THEATRES.

RULE 312.

In addition to the service rendered by Precinct officers detailed at places of amusement, the members of the Police Force attached to the Third Precinct shall be assigned to duty at theatres, halls and places of entertainment, as may from time to time be deemed requisite; the principal duty of the officers so assigned shall be to enforce the City ordinance and regulations governing the approach and departure of all conveyances to and from such theatres, halls and places of entertainment.

The Chief of Police is authorized to regulate the arrival and departure of conveyances at all places of entertainment throughout the City.

(See "General Information" for location of places of amusement, etc.).

RECORD OF MEMBERS OF THE FORCE.

RULE 313.

Captains and Sergeants in command shall report, as often as occasion may require, such acts and deeds on the part of any member in their Force as shall exhibit extraordinary efficiency or personal bravery in the discharge of their duties.

The Chief Clerk, in preparing the record of any member of the Force, shall mention thereon any acts or reports that have been submitted in compliance with the foregoing, as well as the number, nature and disposition of complaints previously preferred against such member.

VIGILANCE AND ATTENTION TO DUTY.

RULE 314.

Patrolmen are required to be especially vigilant in preventing crime, as this is deemed of the greatest importance. They will carefully note the following regulations:

They must become acquainted by sight with every person living on their posts.

They must watch all persons passing over their posts frequently at night, and carefully observe everything of a suspicious nature in connection with them.

They must, during the night time, carefully examine all doors and low windows of all buildings requiring such examination; also areas and area-gates.

They must note and report the movements of all persons of known bad character.

They must take particular notice of hacks and other vehicles whose movements excite suspicion.

They must pay attention to all drinking places, reporting all that violate the law and are noisy or disorderly.

They will observe and report irregularities of servants in admitting persons to, or letting them out, of their employers' residences, especially when the families are out of town and the houses are left in charge of servants.

They are justified in stopping persons carrying bags, satchels or parcels, and searching the same, when carried at unseasonable hours or in a suspicious manner.

All officers shall act with energy, promptness and determination in all cases.

They will report promptly all cases of malignant, infectious or epidemic diseases coming within their knowledge.

They shall disperse all crowds loitering on the streets, obstructing the same or the entrance to public or private buildings.

They shall become acquainted with the locality of junk-shops and the character of their occupants; also the character and business of all suspicious vessels plying in the harbor.

RULE 315.

Each Patrolman must, by his vigilance, render it extremely difficult, if not impossible, for any one to commit crime on his post—(the absence of crime will be considered the best proof of the efficiency of the Police)—and when, in any Precinct or on any post, offenses frequently occur, there will be good reason to suppose that there is negligence or want of ability on the part of the person in charge of said Precinct or post. He must acquire such a knowledge of the inhabitants within his post as to enable him at once to recognize them; and he must carefully inspect every part of his post. The regularity of inspection, above enjoined, shall not prevent his remaining at any particular place, if his presence be required; but he will satisfy his superior officer that there was sufficient cause for the apparent neglect of patrolling his entire post, and, at all times, be enabled to furnish particular information respecting the state of his post.

RULE 316.

When any person charges another with the commission of a crime, and insists that the person charged shall be taken into custody, the Policeman shall require the accuser, if unknown

to him, to accompany him as a witness along with the accused, to a City Magistrate's Court or Station-house, as the case may be. He shall then, with as little delay as possible, return to his post and inspect the same with great care, to see that no depredations have been committed during his absence.

RULE 317.

Patrolmen must not walk together, or talk with each other when they meet on the confines of their posts, unless to communicate information appertaining to their Police duties; and in such case they must make the communication as brief as possible.

Policemen must not walk or talk with citizens while on patrol duty, except on Police business; then he will stand and hear what the business is; if it requires his immediate attention, attend to it; if not, he will direct the person or persons seeking the information to the Station-house.

RULE 318.

Patrolmen while on Police duty must not enter any house or leave their post until regularly relieved, except in discharge of Police duty. And if required by any person under any circumstances to leave post in the discharge of Police duty, they will report the same to the first Roundsman or Sergeant whom they may meet thereafter, giving the time and circumstances of such call, and the time of return to post; they will also make such report in writing at the end of the tour of duty to the officer on desk duty at the Station-house, said report to be entered upon the Blotter.

RULE 319.

Patrolmen detailed for special duty, unless otherwise individually ordered, will report themselves to the Captain or Sergeant in command of their respective Precincts or Squads, each and every day.

RULE 320.

Any member of the Force or Matron absent from duty without leave, shall forfeit all pay for the time of such absence, and be fined, reprimanded, or dismissed from the Force at the discretion of the Board of Police, except in case of sickness, when properly certified by a Police Surgeon.

RULE 321.

All persons connected with the Police Department are required to reside in the City of New York. Failure to comply with this rule will be deemed sufficient cause for dismissal.

RULE 322.

No member of the Police Force shall withdraw or resign, except by permission of the Board of Police, under penalty of forfeiting the salary or pay which may be due him. Any member of the Police Force who shall be absent from duty without leave for the term of five days shall, at the expiration of said five days, cease to be a member of the Police Force.

Resignations do not take effect until accepted by the Board of Police and official notice thereof has been given the officer tendering his resignation.

RULE 323.

Each member of the Force will be deemed to be always on duty, subject to such relief therefrom as shall be allowed by proper authority; and the same responsibility, as to the suppression of disturbances and the arrest of offenders, rests upon him when not in uniform.

RULE 324.

No member of the Force is liable to military or jury duty; neither is he liable to arrest on civil process; or to service of subpoenas from Civil Courts, while actually on duty.

RULE 325.

It shall be the duty of Sergeants, Roundsmen, Patrolmen and Doormen to report all violations of the orders, rules and regulations of the service to their respective Captains, whose duty it shall be to report said violation to the District Inspector.

RULE 326.

Whenever any person shall come into the charge of the Police by reason of illness or injury, and shall require aid or assistance, and the case is one which should be sent to hospital, such person shall be sent to the nearest hospital which will furnish ambulance service and has telegraph connection with the Police Department; unless the sick or injured person should express a desire to be taken to some other hospital, in which event the injured person shall be sent to the hospital indicated.

If any officer observes in the street anything of a dangerous character, or likely to occasion public inconvenience, or anything which seems to him irregular or offensive, he shall report the same, immediately on his return to the Station-house, with full particulars of the case, and his action thereon.

Captains will require Patrolmen of their respective commands, in addition to what is already required of such Patrol-

men, to report to them daily all accidents that occur on any street, avenue or sidewalk, that may come under their notice whether on or off duty, whether within or without their own post, beat or Precinct. In such case the Patrolman will ascertain and report the name, age, sex, nationality, residence and destination of the person injured; the approximate weight; whether married or single, sober or intoxicated; together with the date and precise place of the accident, the nature of the injury and the full particulars thereof and a general description of the person or persons injured.

Captains shall require the Patrolmen also to collect at once from the bystanders the names and addresses of all persons who saw or know particularly concerning an accident, and to report the same with his report of the accident itself. The reports themselves shall be forwarded daily by the Captain to the Chief of Police, who shall forward each morning to the Corporation Counsel the reports received the previous day; but no transcript shall be kept of the details of these reports other than the fact of the accident and the name of the person injured.

In case of danger, arising from any rabid dog or other rabid or infuriated animal, the officer will be justified in killing it, if necessary, to prevent injury; if from an intoxicated or insane person, the officer will arrest and take them to the Station-house; if from any other cause, the officer will take such steps, not inconsistent with law, or the rules and regulations of the service, as may be necessary to prevent danger.

RULE 327.

Captains will instruct the Patrolmen and officers of their Precincts to carefully observe whether street-lamps are lighted and burning in the night time. If any are found not burning, which are in condition to burn, they are to be immediately lighted by the Patrolmen. They shall further instruct the Patrolmen to report at the desk, at the expiration of each tour of night duty, all lamps (specifying the location of each) in condition to burn, found not burning in the night time, and the hour when the same was lighted by the Patrolmen; also, all lamps found broken or not in condition to burn, and the cause thereof, and location of each.

Captains will make report to the Chief of Police on Monday of each week, of all lamps not in condition to burn, and the cause thereof; and all in condition to burn found not burning and lighted by the Police, with the location of each; and the date and time (hour) each lamp was lighted.

RULE 328.

Members of the Force, in their respective Precincts, in case of any break or leakage of the water-pipes in the street, or in connection with any house, store, or other building, or premises, will notify the occupant thereof, as promptly as possible, of the existence of such break or leakage, and that the same must be repaired at once; and at once report the same to the officer in command, who will report the same to the Chief of Police.

RULE 329.

Each member of the Police Force shall devote his WHOLE TIME AND ATTENTION TO THE BUSINESS OF THE DEPARTMENT, and is expressly prohibited from FOLLOWING ANY OTHER CALLING, or being employed in any other business. Although the members of the Force are by the rules and regulations of the service relieved at certain hours from the actual performance of duty on ordinary occasions, yet they are held to be at all times on duty, and must be prepared, while relieved as aforesaid, to act immediately on notice that their services are required.

CONDUCT AND DEPORTMENT.**RULE 331.**

Members of the Force will observe the following regulations as to conduct and deportment:

While on reserve at the Station-house or absent at meals, they shall be allowed to hang up their batons and belts in the sitting-room.

They are forbidden to solicit or sign petitions for, or engage in efforts, or use influence, in aid of persons seeking appointment on the Police Force.

They shall report their places of residence with particularity, and every change thereof, within twenty-four hours after such change is made.

They shall not wilfully maltreat or use unnecessary violence to any person, prisoner or otherwise.

They must be civil and respectful to their officers and each other, on all occasions.

While in uniform they shall not carry umbrellas or walking canes.

They shall not apply for warrants for assaults upon themselves without written permission of the Chief of Police.

All bodies of Policemen when going to, or returning from, any duty, shall be marched in military order.

They shall not become offended at harsh or abusive language.

They shall not make arrests in their own quarrels, or those of their families, except under grave circumstances, such as would justify them in using measures of self-defense.

They are prohibited from influencing, or attempting to do so, by threat or otherwise, the business of any citizen.

RULE 332.

No member of the Force shall be permitted to solicit, or be obliged to make contributions in money or otherwise, on any pretext, to any person, committee or association, for any political purpose whatever.

No member of the Police Force shall be permitted to contribute directly or indirectly to any political fund or to join or become a member of any political club or association.

Commanding officers are instructed to see that this rule is strictly enforced.

RULE 333.

The right of every member of the Police Force to entertain political or partisan opinions, and to express the same freely when such expression shall not concern the immediate discharge of his official duties, and also the right of the elective franchise, will be deemed sacred and inviolate; but no member of the Force will be permitted to be a delegate, or representative to, or member of any political or partisan convention, whose purpose is the nomination of a candidate or candidates to any political office. He shall not take part in any convention, held for the nomination of candidates for political office. Upon the days of elections for public offices, held under the laws of the State, he shall, whether specially assigned to attend the polls or otherwise, do all within his power to preserve the peace, protect the integrity of the ballot-box, enforce the right of lawful voters, and prevent illegal and fraudulent voting.

Members of the Police Force shall not engage or take part in the public discussion of any question or matter of any kind or character upon which a diversity of opinion exists in the public mind, or which is calculated to create a division of sentiment in the community.

RULE 334.

Every member of the Force, at all times when entering upon duty, must be neat in person; his clothes and boots clean, and

his uniform in conformity with the rules and regulations. At all times when in uniform he shall be dressed in like manner, unless on account of the weather or other sufficient cause arising out of the immediate discharge of duty his dress becomes soiled or deranged, in which case it shall be put in proper order as soon as circumstances will permit.

RULE 335.

The use of tobacco in any form by members of the Force, or probationary Patrolmen, while at the School of Instruction, at any drill room, while attending Court at the Central Office, in the dormitories at the Station-houses, or smoking in the stables of the Mounted Force, is prohibited.

RULE 336.

Members of the Force will furnish themselves with good and comfortable beds, for use in the respective Station-houses to which they belong, which they are to keep clean and in good order, and cause to be regularly and carefully made up, once each day. The sheets and pillow-slips to be changed at least once each week. They shall, when retiring for sleep, divest themselves of all garments worn while on duty, and use a night-dress for sleeping; their clothing, meanwhile, to be so placed as to be ventilated and dried.

Each Patrolman shall have a tag fastened to the foot of his bed, showing his name and the number of his closet.

They are also to keep their persons well washed and scrupulously clean.

RULE 337.

Members of the Police Force are required to speak the truth at all times and under all circumstances, whether under oath or otherwise (except in cases where they are not allowed by the rules of the service to divulge the facts within their knowledge, in which case they will say nothing). Failure so to do will subject the offending member to charges and dismissal. When called upon to give evidence, or make any deposition, they are under the direction of the Court, and in response to questions asked, to state, in a clear and distinct voice, truly, all they know respecting the matter inquired of, without fear or reservation, and without any desire or design to influence the result.

RULE 338.

No member shall communicate to any person any information which may enable persons to escape from arrest or punishment,

or that may enable them to dispose of or secrete any goods, or other valuable things, stolen or otherwise unlawfully obtained. Nor shall he COMMUNICATE ANY INFORMATION RESPECTING ANY SPECIAL ORDERS HE MAY HAVE RECEIVED, EXCEPT WITH THE PERMISSION AND DIRECTION OF HIS SUPERIORS IN OFFICE.

RULE 339.

Punctual attendance, prompt obedience to orders, conformity to the rules and regulations of the Department, are required, and will be rigidly enforced.

Each member of the Force, in his conduct and deportment, must be quiet, civil and orderly. In the performance of duty he must maintain decorum, attention, command of temper, patience, and be discreet. At all times refrain from harsh, violent, coarse, profane or insolent language; and when required, act with firmness and sufficient energy to perform his duty. Whenever a question is put to them by any person they are not to answer it in a short or abrupt manner, but with the greatest possible attention; at the same time they are to avoid as much as possible entering into unnecessary conversation with any one. They shall, in a respectful manner, give their name and number to all persons who may inquire, and not use their baton except in urgent cases.

RULE 340.

No member of the Force shall, in the Station-house or elsewhere, while on duty, or while in uniform off duty, DRINK ANY KIND OF INTOXICATING LIQUOR, or SMOKE, or (except in the immediate performance of duty) ENTER ANY PLACE IN WHICH ANY KIND OF INTOXICATING DRINK MAY BE SOLD OR FURNISHED. No liquor or intoxicating drink shall, upon any pretext, be introduced into the Station-houses, except for medicinal purposes, and then only when ordered by a Police Surgeon; nor shall smoking be allowed at any time in the public office or sleeping-room of a Station-house.

RULE 341.

1st. Courtesy in the intercourse between officers and members of the Force promotes discipline, and tends to produce mutual respect. It is hereby ordered, that a Patrolman in full or partial uniform, on meeting or passing a Commissioner, the Chief of Police, an Inspector, a Captain, a Sergeant, a Roundsman of his Precinct, or a Captain, Sergeant, or Roundsman of another Precinct, when he is in uniform, shall salute him in the manner hereinafter specified.

2d. It is the duty of the subordinate to offer FIRST the prescribed salutation, and of the superior to return it.

3d. The salute will be made by raising the hand to the rim of the hat, the elbow to be raised as high as the shoulder.

4th. Men in the ranks will not salute unless ordered to do so by the officer in command.

Mounted men, upon the appearance of an officer, will not salute, but will assume the position of "attention."

5th. Members of the Force on duty in citizen's dress are not required to salute.

6th. Upon entering the office of the Commissioners, Chief of Police, or the Inspectors, members of the Force will salute by removing their hats.

GENERAL RULES.

RULE 345.

The Police Force of the City of New York consists of, and shall rank in the following order:

Chief of Police,
Deputy Chief of Police,
Inspectors,
Surgeons,
Captains,
Sergeants,
Roundsmen,
Patrolmen and Doormen,

to the number of each as shall be authorized by law.

RULE 346.

Inspectors, Captains, Sergeants and Roundsmen, each rank, in their respective grades, according to seniority of appointment.

The Police Force is divided into as many companies as there are Precincts, and such other companies and Squads as the Board of Police may order.

In case of fire or disturbance in any Precinct, the Captain, or Sergeant, if there be no higher grade of officer present, of such Precinct shall have command of the Force detailed thereto; if the fire or disturbance extends to more than one Precinct, the ranking officer present shall command.

On all occasions when bodies of the Force are to act in concert, Captains, Sergeants, Roundsmen and Patrolmen will obey the orders of such officers as the Chief of Police or District Inspector may have selected as his aids for the time being.

RULE 347.

In case of the death of any member of the Force, the Captain or officer in command of the Precinct to which he belonged shall immediately report his death, in writing, to the Chief of Police, and transmit to the Chief Clerk the Manual, shield, fire key and transportation certificate of the deceased member.

RULE 348.

Any person, except as hereafter mentioned, not provided with the approved badge, must be excluded from and not allowed to pass within the Police lines at fires.

The fire line badge does not, under any circumstances, authorize admission to buildings, and any one attempting to use it for that or any other purpose than obtaining admission to the streets within the fire lines, must have the badge taken from him and be ejected from the lines.

This rule shall not apply to the Mayor, Aldermen, heads of departments, uniformed Firemen and insurance Patrolmen, or to the officials of the Fire Department carrying their badge of office.

RULE 349.

No person connected with the Police Force shall be a member of any Fire or Military Company, nor be allowed to go on target excursions, except by permission of the Board of Police.

RULE 350.

The Chief of Police shall have power to suspend without pay, pending the trial or charges, any member of the uniformed Force; provided, however, that no such suspension shall be continued for a period of more than ten days without affirmative action to that effect by the Board of Police. If, on his trial by the Board of Police, any member of the uniformed Force so suspended shall be acquitted of the charges so preferred, he shall be entitled to full pay from the date of his suspension, notwithstanding such charges and suspension.

When, by reason of any extraordinary circumstances, a member of the Force is unfit to be entrusted with the exercise of the powers of a member of the Force, the commanding officer of the Precinct or Squad to which such member of the Force is attached, will at once report the facts of the case to the Chief of Police, who will suspend such member of the Force in accordance with the provisions of chapter 569 of the Laws of 1895, and report such suspension to the Board of Police at its next ensuing meeting.

Members of the Force while under suspension shall not leave the Station-house of the Precinct or Squad to which they are attached, unless by special leave of the officer in charge, approved by the Chief of Police or by permission of the Board.

RULE 351.

The members of the Police Force are forbidden to play at any game of cards in a Station-house, or to meet at any other place for the purpose of playing cards, while in uniform. The games allowed at the Station-house are chess, dominoes and draughts. The playing of any game of chance for stakes or wagers is positively prohibited, and no game of chance shall be played in any Station-house, except in the sitting-room thereof. Each and every member of the Police Force is required to report any violation of this rule.

RULE 352.

All letters or communications relative to Police business, and which are of such importance as to require the notice and action of the Board of Police, the Chief of Police, or Inspectors, in the interest of the public or Police service, shall be forwarded to the Inspector of the District, and by him to the Chief of Police, in the ordinary course of daily business.

RULE 353.

The members of the Police Force shall be drilled in such manner, and at such hours and places, as the Chief of Police may designate, subject to the approval of the Board.

The penalties for non-attendance at drill, when in the opinion of the Board good and sufficient reasons are not rendered for such non-attendance, shall be as the Board shall deem proper.

RULE 354.

The Christian and surname shall be plainly written in full, and the rank affixed in all Police records, reports and communications, by members of the Force, officers and clerks. Middle names shall be represented by initial letters.

RULE 355.

On occasions of fires, riots, or other emergencies, when the Reserve Force have been on duty, the officer in command, immediately on their return to the Station-house, shall call the roll to ascertain who, if any, have been, or are absent.

RULE 356.

Members of the Force will carefully keep the manual in their possession, thoroughly examining and studying the same in

order that they may become familiar with the rules and regulations of the service, and with their respective duties under them.

RULE 357.

Members of the Force who may be charged with, or arrested for alleged misdemeanors, shall, in writing, before the Magistrate, elect to be tried by the Court of General Sessions, to the end that a Grand Jury investigation may be had.

RULE 358.

Members of the Force must not compound any offense committed against their person or property, or withdraw any complaint, unless permitted by the Chief of Police.

RULE 359.

Whenever the dead body of an unknown person is found in the water, or in or upon any street, alley, park, pier, public or other place in the City of New York, or comes to the notice or observation of any member of the Force, such member shall immediately ascertain full particulars in connection therewith, and obtain full and complete description of body and clothing, contents of pockets, etc., and any marks by which such body may be identified, make immediate report at the Station-house and cause such body to be removed and deposited at the Morgue. Notice thereof shall be given without delay at the Coroner's office, and a report of the circumstances of the case made to the Chief of Police.

RULE 360.

No member of the Force shall, under any circumstances whatever, borrow money of, or otherwise become indebted, directly or indirectly, to any other member or members of the Force.

RULE 361.

Members of the Force are prohibited from applying to Drug-gists or Physicians for medicines to be used by themselves; and from keeping at the Station-houses, or carrying on or about their person, any medicines, unless such medicines are prescribed in each case by a Police Surgeon, in writing.

RULE 362.

No erasures are to be made in any of the books, reports or documents connected with the duties of the Police Department. If any error be discovered in such books, reports or documents,

it is to be altered and corrected by drawing the pen neatly across the entry and substituting the correction above it.

RULE 363.

The members of the Force shall give efficient aid to the members and agents of "The American Society for the Prevention of Cruelty to Animals," in all lawful efforts to enforce the laws enacted for the protection of dumb animals. It is their duty as Policemen, in every case of cruelty to animals occurring in their view, or to which their attention shall be called, by any person willing to make the charge, to promptly arrest the offending person, and cause such person to be arraigned and prosecuted before the proper Magistrate.

Members of the Force will arrest any person who abandons or attempts to abandon any animal to die, and to report all facts therewith at the Station-house and to the above Society.

Commanding officers will instruct the members of the Force to render every legal assistance to the above Society and its officers, while engaged in the rightful performance of their duties under the law.

Officers will promptly report the name and residence of the owners of unlicensed dogs at the Station-house, and forward a written report to said Society without delay.

RULE 364.

Every ambulance or other vehicle used for the transportation of sick and wounded persons or animals shall be entitled to the right of way over all other vehicles upon every public street, highway and place. Any person who shall wilfully interfere with, or retard, or obstruct, or impede the progress of any such ambulance or vehicle thereon, or who shall wilfully injure the same, or wilfully drive any vehicle into collision therewith, shall be guilty of a misdemeanor.

Members of the Force shall, when called upon, aid the persons in charge of such ambulance or vehicle in placing sick or wounded persons or animals therein, and in the enforcement of the provisions of the laws relating to ambulances.

Nothing in this rule contained shall affect the existing right of way of the United States Mail; or of the officers, men and fire apparatus of the Fire Department or Insurance Patrol.

RULE 365.

The ends of justice are often defeated in cases of homicide owing to the insufficiency of evidence. It is the duty of members of the Force to be particularly careful to note all the dec-

larations of persons who have been the victims of murderous assault. Commanding officers of Precincts and Squads are charged with the duty of frequently calling attention to this subject, and giving instructions to the members of their command as to their specific duty in this connection.

RULE 366.

It is the duty of any member of the Police Force, who shall discover any balcony or ladder of any fire-escape encumbered, to notify the occupant, or occupants of the premises of which such fire-escape forms a part, to remove such obstructions, and if not complied with, to obtain warrants for the arrest of parties so notified, and the officer will, when giving notice for removal of obstructions, take memorandum, setting forth the name of parties notified, the time and date such notice was given, and report the same to the officer in charge of the desk at the Station-house, who will make full entry of the report on the Blotter.

RULE 367.

The practice of public employees of selling or assigning their monthly salaries to money brokers, and giving Powers of Attorney for the collection thereof, is detrimental to the efficiency of that branch of the public service in which it prevails. Members of the Police Department and Force are prohibited from so selling or assigning their salaries; and any member found guilty of the practice herein forbidden will be severely dealt with by the Board of Police.

RULE 368.

Whenever a member of the Police Force appears to be under the influence of liquor, or unfit for duty, the officer in command of him at the time shall, if practicable, in addition to other examinations, also procure a medical examination of such member and written report thereon by one of the Police Surgeons, and, if such examination be had, shall transmit to the Chief of Police the written opinion of such Surgeon and enter the contents of such opinion upon the Blotter.

RULE 369.

It shall be the duty of all officers and men of the Police Department to co-operate with the officers and men of the Fire Department for the protection of life and property at fires.

If it shall appear at any time to the officer in command of the Police Force at a fire, or if he shall be notified by the officer in command of the forces of the Fire Department that by rea-

son of danger from unsafe or falling walls, spread of fire, explosions, or from any other cause, it is necessary that travel through any of the streets adjacent to the fire shall be stopped, said officers shall at once adopt such measures as may be necessary to avert such danger.

In carrying out this rule care must be taken that the rights and privileges of citizens, business interests or public travel and traffic shall not be interfered with and obstructed any longer than public safety may require.

RULE 370.

Members of the Police Force shall not intimidate, advise, suggest or in any way interfere with any person who has been or is to be subpoenaed upon any investigation before the Board of Police Commissioners. Any member of the Force violating this rule shall be deemed guilty of insubordination and conduct unbecoming an officer, and upon conviction may be dismissed from said Force.

RULE 371.

Members of the Police Force while riding on any surface or elevated car in this city, and in uniform, are forbidden to occupy a seat in such car while any other person is obliged to stand because of lack of seats.

BICYCLE SQUAD.

RULE 372.

Officers detailed for duty in the Bicycle Squad will be held strictly accountable for the bicycle and its equipments entrusted to their care. They will allow no other person to use the wheel under any circumstances, without authority of the commanding officer of the Precinct to which they are attached. All injuries to the bicycle or equipments will be reported in writing, through the regular channels, to the Chief of Police, who will keep a record of the wheels purchased for the Department, the officer to whom they are assigned, necessary repairs, and other important information. Officers will carefully inspect their wheels before going on duty and immediately after they return. Bicycles must at all times be kept clean and well oiled.

BED-MAKERS.

RULE 373.

Commanding officers of Precincts shall report to the Board of Police, for its approval, any proposed action with regard to the discharge or employment of any woman as bed-maker in their respective Station-houses, and no final action shall be taken until such approval is secured. No bed-maker shall be discharged save for good cause; and in appointments, where possible, preference shall be given to widows of deceased members of the Force, who receive no pension and who need the work.

RULE 374.

Members of the Force while in uniform and on duty are prohibited from entering any of the Public Parks of the City except in pursuit of a person who has committed a crime, or on call for aid by a Park Policeman, in which cases full report must be made at the Station-house at the close of the tours of duty of such pursuit or call.

PATROL WAGON SERVICE.**RULE 375.**

1. Members of the Police Force assigned to Patrol Wagon Service shall be known as guards and drivers respectively.

2. The tours of duty of guards and drivers shall be as follows: From 8 o'clock A. M. to 6 o'clock P. M., and from 6 o'clock P. M. to 8 o'clock A. M. The day tour on Sunday shall be divided from 8 o'clock A. M. to 1 o'clock P. M., and from 1 o'clock P. M. to 6 o'clock P. M. Guards and drivers shall perform one week day service and one week night service, alternately, making the change each Sunday.

3. Before each tour of duty guards and drivers will report themselves at their respective Station-houses, and proceed from thence directly to the Patrol Wagon Stables, relieve those there on duty, and at once inspect the horses, wagons and other equipments of the service.

4. They shall see that the horses are properly fed, groomed and cared for, and that the horses, harness, wagons and other appurtenances are kept clean, neat and in proper condition to promptly answer every call. They shall frequently visit the stalls and carefully note the condition of the horses.

5. If at any time a horse is found to be injured or sick, or if any damage occurs to Patrol Wagons or other equipments,

guards and drivers shall make prompt report, by telephone or otherwise, to the commanding officer of the Precinct, all the facts of the case. In cases of ordinary illness or injury to horses, the commanding officer will at once notify the officer in charge of the horses of the Department. In cases of serious illness or injury to horses, the commanding officer is authorized and directed to send for the nearest Veterinary Surgeon.

6. Every call for a Patrol Wagon must be answered as promptly and expeditiously as safety will permit. Drivers shall, in responding to a call, proceed to and from the same by the shortest route.

7. Drivers shall be held responsible for their horses and will not at any time leave them while in active service.

8. Guards will render all necessary assistance to Patrolmen on post in securing prisoners, and will be held responsible for the safe-keeping of such prisoners while in the Patrol Wagon or in their transfer to other custody. Though the guard shall be in command of the movements of the Patrol Wagon, he is subject to, and must obey, the orders of superior officers.

9. While on patrol duty superior officers will visit, as frequently as may be necessary or advisable, the Patrol Wagon Stables, and exercise the same supervision over guards and drivers as over other members of the Force.

10. A Blotter shall be kept at each Patrol Wagon Stable in which shall be accurately entered the following:

The hour of arrival on duty and the hour relieved, by guards and drivers, in their own hand-writing.

The hour when first inspection is completed, and the condition of horses, wagons, etc.

The hour when a call is answered, the nature of the call, and the hour of return therefrom.

The time and circumstances attending every accident to and by the property of the Department, in such detail that complete information may be obtained.

The time any horse may be found sick or injured, and the nature of the sickness or injury, with all the facts in relation thereto.

11. Any neglect of duty on the part of a guard or driver, and any violation of these rules, will subject the offender to charges, which shall be made by the commanding officers of Precincts.

GENERAL INFORMATION.

BOUNDARIES OF PRECINCTS AND LOCATION OF STATION-HOUSES.

FIRST PRECINCT—Battery place, Fulton street, East river, New York Bay and Broadway.

Station House—Old Slip.

SECOND PRECINCT—Battery place, North river, Warren street and Broadway.

Station House—Liberty and Church streets.

THIRD PRECINCT—Chambers street, Broadway, Centre street and Park Row.

Station House—City Hall.

FOURTH PRECINCT—Catharine street, Chatham Square, Park Row, New Chambers street, Centre street, Tryon Row, City Hall Square, Broadway, Fulton street and East river.

Station House—9 Oak street.

FIFTH PRECINCT—Warren street, North river, Canal street and Broadway.

Station House—17 and 19 Leonard street.

SIXTH PRECINCT—Broadway, Chambers street, Howard street, Centre street, Hester street, Bowery, Chatham Square and Park Row.

Station House—17 and 19 Elizabeth street.

SEVENTH PRECINCT—Catharine street, East river, Division street, Grand street, Scammel street, Water street and Gouverneur slip.

Station House—247 Madison street.

EIGHTH PRECINCT—Canal street, North river, Houston street and Broadway.

Station House—24 and 26 Macdougall street.

NINTH PRECINCT—Houston street, North river, Fourteenth street, Sixth avenue, Carmine street, Bleecker street and Cottage place.

Station House—133, 135 and 137 Charles street.

TENTH PRECINCT—Broadway, Howard street, Centre street, Hester street, Bowery and Bleecker street.

Station House—205 Mulberry street.

ELEVENTH PRECINCT—Bowery, Division street, Houston street, Clinton street, Rivington street and Norfolk street.

Station House—105 and 107 Eldridge street.

TWELFTH PRECINCT—Division street, Norfolk street, Scammel street, Water street, Gouverneur slip, East river and Rivington street.

Station House—Attorney and Delancey streets.

THIRTEENTH PRECINCT—Rivington street, Clinton street, East river, Fourteenth street and Avenue B.

Station House—Union Market, E. Houston and Sheriff streets.

FOURTEENTH PRECINCT—Houston street, Bowery, Fourth avenue, Fourteenth street and Avenue B.

Station House—79 and 81 First avenue, cor. Fifth street.

FIFTEENTH PRECINCT—Houston street, Broadway, Bleecker street, Bowery, Fourth avenue, Fourteenth street, Sixth avenue, Carmine street and Cottage place.

Station House—253 Mercer street.

SIXTEENTH PRECINCT—Fourteenth street, Seventh avenue, Twenty-seventh street and North river.

Station House—230 West Twentieth street.

EIGHTEENTH PRECINCT—Fourteenth street, Fourth avenue, Twenty-seventh street, First avenue, Twenty-sixth street and East river.

Station House—327 East Twenty-second street.

NINETEENTH PRECINCT—Fourteenth street, Fourth avenue, Fortieth street, Madison avenue, Forty-second street and Seventh avenue.

Station House—137 West Thirtieth street.

TWENTIETH PRECINCT—Twenty-seventh street, Seventh avenue, Forty-second street and North river.

Station House—434 West Thirty-seventh street.

TWENTY-FIRST PRECINCT—Twenty-seventh street, First avenue, Twenty-sixth street, East river, Forty-second street, Lexington avenue, Fortieth street and Fourth avenue.

Station House—160 East Thirty-fifth street.

TWENTY-SECOND PRECINCT—Forty-second street, Sixth avenue, Fifty-ninth street and North river.

Station House—345 and 347 West Forty-seventh street.

TWENTY-THIRD PRECINCT—Forty-second street, East river, Fifty-ninth street, Sixth avenue, Madison avenue, Forty-ninth street and Lexington avenue.

Station House—163 East Fifty-first street.

TWENTY-THIRD SUB-PRECINCT—Fortieth street, Lexington avenue, Forty-ninth street and Madison avenue.

Station House—Grand Central Depot.

TWENTY-FOURTH PRECINCT—Fifty-ninth street, Eighth avenue, Eighty-sixth street and North river.

Station House—150 West Sixty-eighth street.

TWENTY-FIFTH PRECINCT—Fifty-ninth street, East river, Seventy-ninth street, Fifth avenue, and Blackwell's Island.

Station House—153 East Sixty-seventh street.

TWENTY-SIXTH PRECINCT—Eighty-sixth street, Eighth avenue, One Hundred and Tenth street and North river.

Station House—134 West One Hundredth street.

TWENTY-SEVENTH PRECINCT—Seventy-ninth street, East river, Ninety-sixth street and Fifth avenue.

Station House—432 East Eighty-eighth street.

TWENTY-EIGHTH PRECINCT—Ninety-sixth street, East and Harlem rivers, One Hundred and Sixteenth street, Sixth avenue, One Hundred and Tenth street, Fifth avenue, and Ward's Island.

Station House—177 and 179 East One Hundred and Fourth street.

TWENTY-NINTH PRECINCT—One Hundred and Sixteenth street, Harlem river, One Hundred and Forty-fifth street, Sixth avenue, and Randall's Island.

Station House—148 East One Hundred and Twenty-sixth street.

THIRTIETH PRECINCT—One Hundred and Tenth street, Sixth avenue, One Hundred and Forty-fifth street and North river.

Station House—438 West One Hundred and Twenty-fifth street.

THIRTY-FIRST PRECINCT—Harlem river, Cromwell's creek, Central avenue, Farmers' Bridge, and East along road to Fordham.

Station House—Highbridge.

THIRTY-SECOND PRECINCT—One Hundred and Forty-fifth street, Harlem river, Inwood street and North river.

Station House—One Hundred and Fifty-second street and Amsterdam avenue.

THIRTY-THIRD PRECINCT—Cromwell's creek, New York Central & Hudson River Railroad tracks, One Hundred and Forty-ninth street, Long Island Sound, Bronx river, Home street, Union avenue, Jefferson street, One Hundred and Seventieth street and Central avenue.

Station House—One Hundred and Sixtieth street and Third avenue.

THIRTY-FOURTH PRECINCT—One Hundred and Seventieth street, Central avenue, Williamsbridge, Bronx river and Home street.

Station House—1925 Bathgate avenue.

THIRTY-FIFTH PRECINCT—Inwood street, Harlem river, Kingsbridge road, Central avenue, Williamsbridge, Bronx river, City line and North river.

Station House—Kingsbridge.

THIRTY-SIXTH PRECINCT—Harbor of New York.

Station House and "Patrol"—Pier "A," North river.

THIRTY-SEVENTH PRECINCT—Cromwell's creek, New York Central & Hudson River Railroad tracks, One Hundred and Forty-ninth street, Long Island Sound, Bronx Kills and Harlem river.

Station House—Alexander avenue and One Hundred and Thirty-eighth street.

THIRTY-EIGHTH PRECINCT—Territory annexed June, 1895.

LOCATION OF MAGISTRATES' COURTS.

First District—Centre street, between Franklin and White.

Second District—Corner West Tenth street and Sixth avenue.

Third District—69 Essex street.

Fourth District—East Fifty-seventh street, near Lexington avenue.

Fifth District—East One Hundred and Twenty-first street and Sylvan place.

Sixth District—Corner of One Hundred and Fifty-eighth street and Third avenue.

PLACES OF AMUSEMENT.

Academy of Music—2 Irving place.

American Theatre—644 Eighth avenue.

Atlanta Casino—One Hundred and Fifty-fifth street and Eighth avenue.

Atlantic Garden—50 and 52 Bowery.

Berkeley Lyceum—19 West Forty-fourth street.

Bijou Theatre—1239 Broadway.

Broadway Music Hall—1215 Broadway.

Broadway Theatre—1223 Broadway.

Carnegie Music Hall—158 to 170 West Fifty-seventh street.

Carr's Third Avenue Theatre—443 Third avenue.

Casino—122 West Thirty-ninth street.

Central Opera House—205 to 217 East Sixty-seventh street.

Chinese Concert Hall—5 and 7 Doyer street.

Columbus Theatre—114 East One Hundred and Twenty-fifth street.

Daly's Theatre—1223 Broadway.

Eden Musee—55 West Twenty-third street.

Empire Theatre—1426 Broadway.

Fifth Avenue Theatre—1187 Broadway.

Fort George Casino—One Hundred and Ninety-fourth street and Amsterdam avenue.

Fourteenth Street Theatre—105 to 109 West Fourteenth street.

Gaiety Theatre—138 Bowery.

Garden Theatre—S. E. corner Madison avenue and Twenty-seventh street.

Garrick Theatre—63 to 67 West Thirty-fifth street.

Gayety Theatre—1195 Broadway.

Germania Theatre—147 and 149 Clinton place.

Globe Theatre—298 Bowery.

Grand Central Palace—Lexington avenue, between Forty-third and Forty-fourth streets.

Grand Opera House—Twenty-third street and Eighth avenue.

Hammerstein's Harlem Opera House—209 West One Hundred and Twenty-fifth street.

Hammerstein's Olympia Theatre and Music Hall—1514 to 1528 Broadway.

Harlem Museum—S. W. corner One Hundred and Fifteenth street and Third avenue.

Herald Square Theatre—Corner Thirty-fifth street and Broadway.

Hoyt's Theatre—8 and 10 West Twenty-fourth street.

Huber's Museum—351 Eighth avenue.

Huber's Museum—106 East Fourteenth street.

Ice Palace—N. W. corner One Hundred and Seventh street and Lexington avenue.

Irving Place Theatre—Corner Fifteenth street and Irving place.

Knickerbocker Theatre—1402 Broadway.

Koster & Blal's—147 West Thirty-fourth street.
Lexington Avenue Opera House—145 to 155 East Fifty-eighth street.
Liberty Theatre—104 and 106 Bowery.
London Theatre—235 and 237 Bowery.
Lyceum Concert Garden—302 Bowery.
Lyceum Theatre—Fourth avenue, between Twenty-third and Twenty-fourth streets.
Metropolitan Opera House—1425 Broadway.
Miner's Bowery Theatre—167 and 169 Bowery.
Miner's Theatre—308 and 310 Eighth avenue.
Murray Hill Theatre—379 and 381 Lexington avenue.
Olympic Theatre—2394 Third avenue.
Palmer's Theatre—1222 Broadway.
People's Theatre—199 and 201 Bowery.
Proctor's Pleasure Palace—146 to 160 East Fifty-eighth street.
Proctor's Theatre—139 West Twenty-third street.
Shea's Concert Hall—Willis avenue and One Hundred and Forty-eighth street.
Standard Theatre—1285 Broadway.
Star Theatre—Thirteenth street and Broadway.
Steinway Hall—109 and 111 East Fourteenth street.
Thalia Theatre—46 and 48 Bowery.
Tony Pastor's Theatre—145 East Fourteenth street.
Trocadero Music Hall—115 West Twenty-third street.
Union Square Theatre—56 and 58 East Fourteenth street.
Windsor Theatre—45 Bowery.

PROMINENT CLUBS.

Alpha Delta Phi—35 West Thirty-third street.
Arion—106 East Fifty-ninth street.
Army and Navy—16 West Thirty-first street.
Atlantic Yacht—57 Chambers street.
Bloomingdale Boat—One Hundred and Second street and Hudson river.
Bohemian Athletic—Eighty-first street and Amsterdam avenue.
Broadway Athletic—728 to 732 Broadway.
Calumet—265 Fifth avenue.
Catholic—120 West Fifty-ninth street.
Century—7 West Forty-third street.
City—677 Fifth avenue.
Colonial—S. W. corner Seventy-second street and Boulevard.

Commercial, 90 and 92 West Broadway.
Commercial Travelers'—114 West Thirty-eighth street.
Coney Island Jockey—173 Fifth avenue.
Democratic—617 Fifth avenue.
Drug Trade—52 John street.
Engineers'—10 West Twenty-ninth street.
Knickerbocker—319 Fifth avenue.
Lambs'—26 West Thirty-first street.
Lawyers'—120 Broadway.
Lotos—558 Fifth avenue.
Manhattan—1 West Thirty-fourth street.
Manhattan Single Tax—119 East Twenty-third street.
Mechanical Engineers'—12 West Thirty-first street.
Mendelsohn Glee—113 and 115 West Fortieth street.
Merchants'—108 Leonard street.
Metropolitan—1 East Sixtieth street.
New York—S. W. corner Thirty-fifth street and Fifth avenue.
New York Athletic—102 West Fifty-fifth street.
New York Maennerchor—205 and 207 East Fifty-sixth street.
New York Yacht—67 Madison Avenue.
Notre Dame—71 Seventh avenue.
Players'—16 Gramercy Park.
Press—34 West Twenty-sixth street.
Progress—Sixty-third street and Fifth avenue.
Racquet—27 West Forty-third street.
Reform—1 East Twenty-seventh street.
Republican—450 Fifth avenue.
Sandy Hook Pilots'—24 State street.
Schnorer—One Hundred and Sixty-third street and Eagle avenue.
Seawanhaka Corinthian Yacht—60 Madison avenue.
Seventh Regiment Veterans'—751 Fifth avenue.
Theatrical Managers—1402 Broadway.
Turf and Field—Morris Park Race Track.
Union—N. W. corner Twenty-first street and Fifth avenue.
Union League—1 East Thirty-ninth street.
University—28 and 30 East Twenty-sixth street.
Wool—260 West Broadway.

HOTELS.

Albemarle—Broadway and Twenty-fourth street.
Albert—50 East Eleventh street.
Ashland—Fourth avenue and Twenty-fourth street.

Astor House—Broadway, opposite Post Office.
Bancroft, Broadway and Twenty-first street.
Barrett House—Broadway and Forty-third street.
Bartholdi—Broadway and Twenty-third street.
Belvedere—Fourth avenue and Eighteenth street.
Berkeley—Fifth avenue and Ninth street.
Beresford—Central Park, West, and Eighty-first street.
Brevoort House—11 Fifth avenue.
Bristol—Fifth avenue and Forty-second street.
Broadway Central—671 Broadway.
Buckingham—Fifth avenue and Fiftieth street.
Cambridge—Fifth avenue and Thirty-third street.
Claremont—Riverside Park.
Central Park—Seventh avenue and Fifty-ninth street.
Clarendon—Fourth avenue and Eighteenth street.
Colonnade—35 Lafayette place.
Colonial—Eighth avenue and One Hundred and Twenty fifth street.
Continental—904 Broadway.
Cooper Union—Third avenue and St. Mark's place.
Cosmopolitan—Chambers street and West Broadway.
Delmonico's—Fifth avenue and Twenty-sixth street.
Devonshire—30 East Forty-second street.
Eastern—62 Whitehall street.
Endicott—Columbus avenue and Eighty-first street.
Español—116 West Fourteenth street.
Everett House—Fourth avenue and Seventeenth street.
Fifth Avenue—Fifth avenue and Twenty-third street.
Gerlach—55 West Twenty-seventh street.
Gilsey House—Broadway and Twenty-ninth street.
Grand—Broadway and Thirty-first street.
Grand Union—Fourth avenue and Forty-second street.
Hoffman House—1111 Broadway.
Holland—Fifth avenue and Twenty-ninth street.
Imperial—Broadway and Thirty-second street.
Lafayette—23 Washington place.
Langham—Fifth avenue and Fifty-second street.
Lincoln—Broadway and Fifty-second street.
Madison Avenue—Madison avenue and Fifty-eighth street.
Majestic—Central Park, West, and Seventy-second street.
Marlborough—Broadway and Thirty-sixth street.
Martin—University place and Ninth street.
Metropole—Broadway and Forty-second street.
Morton—Broadway and Fourteenth street.

Murray Hill—Park avenue and Fortieth street.
Nevada—Boulevard and Seventieth street.
New Amsterdam—Fourth avenue and Twenty-first street.
New Manhattan—Madison avenue and Forty-second street.
Netherlands—Fifth avenue and Fifty-ninth street.
Normandie—Broadway and Thirty-eighth street.
Park Avenue—Fourth avenue and Thirty-second street.
Plaza—Fifth avenue and Fifty-ninth street.
Pomeroy—Broadway and Fifty-ninth street.
Putnam—367 Fourth avenue.
Renaissance—10 West Forty-third street.
St. Cloud—Broadway and Forty-second street.
St. Denis—Broadway and Eleventh street.
St. Nicholas—6 Washington place.
San Remo—Central Park, West, and Seventy-fifth street.
Savoy—Fifth avenue and Fifty-ninth street.
Sinclair—754 Broadway.
Smith & McNeills—198 Greenwich street.
Stephens House—23 Broadway.
Sturtevant—Broadway and Twenty-eighth street.
Trainor's—1291 Broadway.
Union Square—16 Union Square.
United States—Fulton and Water streets.
Vanderbilt—Lexington avenue and Forty-second street.
Vendome—Broadway and Forty-first street.
Waldorf—Fifth avenue and Thirty-third street.
Westminster—Irving place and Sixteenth street.
West Shore—Eleventh avenue and Forty-second street.
Windsor—Fifth avenue and Forty-sixth street.

LIST OF PRINCIPAL FELONIES.

Abduction.
Abortion.
Aiding felons to escape.
Arson.
Attempted suicide.
Bigamy.
Blackmail.
Bribery.
Burglary.
Carrying burglars' tools.
Conspiracy.
Counterfeiting.

Crime against nature.
Embezzlement.
False pretense.
Felonious assault.
Forgery.
Grand larceny.
Homicide.
Incest.
Keeping gambling house.
Libel.
Manslaughter.
Mayhem.
Passing counterfeit money.
Perjury.
Rape.
Receiving stolen goods.
Robbery.
Seduction.
Selling pools on races.
Sodomy.
Violations of Election Law.

LIST OF MOST FREQUENT CASES OF MIS- DEMEANOR.

Abandonment.
Assault in the third degree.
Attempt at pocket-picking.
Carrying concealed weapons.
Cruelty to animals.
Discharging fire-arms of any description.
Disorderly conduct.
Disorderly persons.
Extortion.
Gambling.
Indecent exposure of person.
Intoxication.
Keeping disorderly house.
Malicious mischief.
Petty larceny.
Selling lottery or policy tickets.
Vagrancy.
Violations of Liquor Tax Law.
Violations of Sunday Law.
Violations of Corporation Ordinances.
Violations of Health Laws and Ordinances.

PROMOTIONS.

1st. Promotions of officers and members of the Police Force shall be made by the Board of Police, on grounds of seniority, meritorious police service and superior capacity.

2d. Promotions shall be made as follows: Captains from among the Sergeants; Inspectors from among the Captains; Deputy Chief of Police from among Inspectors and Captains; Chief of Police from among Deputy Chief, Inspectors and Captains.

3d. All promotions shall be made from eligible lists, for each grade, prepared at such times as the Board of Police shall direct.

4th. Eligible lists shall contain the names of those candidates who have obtained a rating of 75 or over, out of a maximum of 100.

The maximum shall consist of the total of the following elements:

Meritorious Police service and seniority, 65.

Superior capacity, 35—100.

5th. The rating for meritorious Police service and seniority shall be determined by the Board of Police, and shall be based upon past records for integrity, efficiency and zeal in the Department; ability and success as commanding officers; intelligence and discretion in the performance of duty; personal character and standing as private citizens; special gallant or commendable service, involving hazard or danger; the successful detection and punishment of criminals; reports of superior officers; length of service in the Department, and in general a full and complete consideration of the officer's record in the Department, giving in all cases, where other considerations are equal, the advantage to seniority.

6th. The rating for superior capacity shall be determined by a competitive examination, held under direction of the Police Board. This examination shall be practical in its character and consist of a careful investigation, as to the candidate's knowledge of the Laws of the State of New York, in regard to the suppression of crime, preservation of the peace, the apprehension of criminals and practice in the minor courts, the ordinances of the City, minor military tactics, rules and regulations of the Department, and such other practical subjects as may be added from time to time by the order of the Board of Police. No officer shall be promoted who shall not obtain $17\frac{1}{2}$ points out of 35.

In cases where two officers have equally good records, the officer credited with the longest service shall have precedence.

QUALIFICATIONS OF DOORMEN.

Candidates for appointment as Doorman shall be between the ages of twenty-five and thirty-five years only, physical qualifications to be the same as required for Patrolmen.

SCHOOL OF INSTRUCTION.

The officer in charge of the School of Instruction, or his assistant, shall instruct newly appointed Patrolmen in the following exercises:

SCHOOL OF THE SOLDIER.

POSITION OF A SOLDIER.

Q. Define the position of a soldier?

A. Heels on the same line and as near each other as the conformation of the man permits.

Feet turned out equally, forming with each other an angle of about sixty degrees.

Knees straight, without stiffness.

Body erect on hips, inclining a little forward.

Arms and hands hanging naturally, backs of the hands outward; little fingers opposite the seams of the trousers; elbows near the body. Head erect and square to the front, chin slightly drawn in without constraint, eyes straight to the front.

Hat setting square on the head.

RESTS.

Q. How many kinds of rests are there?

A. Three—rest; at ease; and parade rest.

Q. What is the meaning of "rest"?

A. At the command "rest," the men keep one heel on the alignment, but are not required to observe silence or immobility.

Q. What is the meaning of "at ease"?

A. At the command "at ease" the men keep one heel in place and preserve silence but not immobility.

Q. What is the meaning of "parade rest"?

A. Carry the right foot six inches straight to the rear, left knee slightly bent; clasp the hands in front of the centre of the body, left hand uppermost, the left thumb clasped by thumb and forefinger of right hand, preserving steadiness of position and silence.

COMMANDS.

Q. How many kinds of commands are there?

A. Two; the preparatory command and the command of execution.

THE DIRECT STEP.

Q. How many kinds of "time" are there?

A. Two—"quick time" and "double time."

Q. What is the length and cadence of step in "quick time"?

A. Thirty inches in length and one hundred and twenty (120) steps to the minute.

Q. What is the length and cadence in "double time"?

A. Thirty-six inches in length and one hundred and eighty (180) steps to the minute.

Q. What is the length of the short step?

A. Fifteen inches in quick and eighteen inches in double time.

Q. What is the length of the backward step?

A. Fifteen inches.

Q. What is the length of the side step?

A. Twelve inches.

Q. How do you mark time?

A. By making semblance of marching without gaining ground, in alternately advancing each foot about half its length and bringing it back on a line with the other.

ALIGNMENTS.

Q. What are the principles of alignments or dressings?

A. Keeping the shoulders square to the front, eyes turned toward the dressing-point, placing the knuckles of closed left hand in side above the hip, back of the hand to the front, moving forward or backward in short steps of two or three inches until touching lightly the arm or elbow toward the man on that side and seeing the buttons on the second man's coat.

FACINGS.

Q. How do you face to right or left?

A. By slightly raising the right heel and left toe, turning on the left heel to right or left, and replacing the right foot beside the left.

Q. How do you face to the rear or "about"?

A. By slightly raising the left heel and right toe, turning to the right on the right heel, facing to rear, and replacing the left foot beside the right.

MARCHING IN LINE.

Q. What are the principles of marching in line?

A. Head and shoulders square to the front, preserving alignment and interval toward the side of the guide, resisting pressure from the opposite side, and yielding to pressure from the side of the guide.

Q. If in advance or arrear of the alignment, what is required?

A. To shorten or lengthen the step without changing the time until the alignment or interval is recovered.

Q. What are the principles of the "oblique step" or "march"?

A. Making a half face to the right or left and stepping off with a full step in the new direction, keeping parallel with its original front.

WHEELINGS.

Q. How many kinds of "wheels" are there?

A. Two; on a fixed pivot and on movable pivot.

Q. What is a wheel on a fixed pivot used for?

A. For wheeling from line into column of fours and from column of fours into line.

Q. What is required of the pivot man?

A. He turns strictly in his place, looking toward the marching flank.

Q. What is required of the man on the marching flank?

A. He maintains the full step, moving on the arc of a circle with the pivot as the centre.

Q. What is required of the men in the centre of the four?

A. They preserve the intervals and alignment, and shorten step in accordance with the distance from the pivot.

Q. What is a wheel on a movable pivot used for?

A. For changing direction while marching in column of fours.

Q. What is required of the pivot man?

A. He shortens his step one-third, or ten inches in quick and twelve inches in double time, forming a small curve.

Q. What is required of the man on the marching flank?

A. He maintains the full step on an arc with the pivot man as a centre.

Q. What is required of the men in the centre of the four?

A. They shorten step without changing time, according to the distance from the pivot, and preserve intervals and alignment.

TURNING.

Q. How many kinds of "turns" are there?

A. Two; to turn and halt, and to turn and advance.

Q. What is a "turn and halt" used for?

A. For moving from line into column of companies, and from column of companies into line.

Q. What is required of the "guide" or first file?

A. He stands fast.

Q. What is required of the next file or pivot man?

A. He faces to the right.

Q. What is required of the other files?

A. They make a half face to the right or left, move forward without changing time, placing themselves successively upon the alignment established, and dress to the right (or left) without further command, the rear rank men conforming to the movements of the front rank.

Q. What is to "turn and advance" used for?

A. For changing direction while marching in column of companies.

Q. What is required of the guide?

A. He makes a full face to the right (or left), moves forward in the new direction, taking the short step without changing the time.

Q. What is required of the men in line?

A. They make a half face to the right or left, move forward without changing the time by the shortest line and successively place themselves on the new line, where they take the short step, all resuming the full step at the command "forward march."

Q. If the command "double time" be given, what is required of the "guide"?

A. He makes a full face to the right or left, and steps off with a full step in the new direction.

Q. What is required of the men in line?

A. They make a half face to the right or left, move forward in double time, and retake the step and intervals from the guide on the new line.

BATON EXERCISE.

TO DRAW THE BATON.

At the command "Draw," throw the hilt slightly forward with the left hand, grasping the hilt firmly with the right, and draw it about six inches. At the command "baton," draw the baton briskly, extending point of baton at an angle of forty-five degrees slightly to the right for a moment, and bring to a carry.

TO CARRY THE BATON.

Grasp the hilt between the thumb and the forefinger, the other fingers extended along the hilt, bring baton to side, point upward, arm fully extended.

TO PRESENT THE BATON.

At the command "present baton," bring the baton in front of centre of face, hand clasping the hilt squarely with the thumb up the side, back of the hand squarely to the front, point of thumb as high as the chin, point of baton slightly inclining forward.

TO RETURN THE BATON.

At the command "return," bring the baton opposite the left shoulder, pointing upward; at the command "baton," turn the wrist briskly without lowering the baton, insert the point into the frog, send home sharply and drop hand to side.

TO SALUTE.

At the command "Squad" or "Company" "salute," raise the right hand briskly until forefinger touches rim of hat above the right eye, fingers extended, thumb close to the fingers, palm of hand to the left, rest there a moment and drop to side.

In saluting while passing a superior, salute with hand furthest from person to be saluted, six paces before passing, keeping hand in place until salute is answered or person saluted has passed.

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Resolved, That Rule 49 be amended by adding the following new paragraph:

x. Members of the Police Force, and employees of the Police Department, are prohibited from bringing any legal proceedings against the Police Department, or against any Commissioner of said Department, or against The City of New York, for any legal or equitable relief, without first submitting a statement of the relief demanded and the facts upon which such relief is claimed, to the Police Board, and receiving from said Board a decision denying such application. Such application must be in writing, signed by the member of the Force making it, and must be submitted through his commanding officer. In no case shall such application be made through an attorney. Applications of employees of the Department must be made through the head of their Bureau. A violation of this rule shall subject the offender to dismissal from the Force, or Department, as the case may be.

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OF THE
UNIVERSITY OF ILLINOIS

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